

# Transcript Request Form



## Directions for *Student*

**DO NOT return this form to The College yourself.** Please fill out this form and *turn it in to your high school transcript officer.* Be sure your transcript includes at least your full junior year as well as your complete freshman and sophomore years. Returning a transcript without all six semesters through your junior year will delay consideration of your application.

## Transcript Request Information

Student's Name \_\_\_\_\_  
(last, first, middle)

Student's Address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Student's Phone Number (\_\_\_\_) \_\_\_\_ - \_\_\_\_\_

Please send an up-to-date transcript of my academic record to  
The College of Idaho.

Thank you.

Signature \_\_\_\_\_ Date \_\_\_\_\_

## Directions for *High School*

Please hold this form until you can send at least a full six-semester transcript (including complete freshman, sophomore, AND junior years) for this student.

An official document must be mailed directly to The College of Idaho from the issuing institution and may not be hand delivered.

Send to:

**The College of Idaho**  
Office of Admission  
2112 Cleveland Blvd.  
Caldwell, ID 83605-4432



**THE COLLEGE**  
*of* **IDAHO**  
*Idaho's Liberal Arts College*