

**SOUTHWESTERN MICHIGAN COLLEGE**  
Official College Transcript Request

**REQUESTED BY:**

Student ID (or if unknown SS#)	Date Requested
Name	Telephone
Address	
City, State, Zip	Country
E-mail Address	

**SEND TRANSCRIPT TO:**

School, Company, etc.
Address
City, State, Zip

**Please Check One:**

- SEND ASAP
- HOLD FOR CURRENT TERM GRADES
- HOLD FOR DEGREE

**Please evaluate my transcript for:**

- MACRAO TRANSFER AGREEMENT
- CERTIFICATE IN GENERAL EDUCATION

Dates attended SMC (mo/yr)
If you attended SMC under another name, please list:
Student Signature

**No transcript will be sent until all financial obligations to the college are satisfied**