

Comanche Nation College

1608 SW 9th Street, Lawton, Ok 73501-7434 www.cnc.cc.ok.us

OFFICIAL COMANCHE NATION COLLEGE TRANSCRIPT REQUEST

All transcript request are generally produced within 5-7 business days from the date of this form. Transcript will not be furnished if financial obligations have not been satisfied. There is no charge for the first transcript; however, there will be a \$5.00 charge for each subsequent request.

This form may be faxed, mailed or brought into the Student Services Room 30-Monday through Friday, 8am to 5pm. Fax number (580)591-0643, for questions please call (580)591-0203 ext 104,105 or 109.

Date: _____ Social Security or CNC Student ID: _____

Name: _____
Last First Middle/Maiden

Names used at CNC (if different from above): _____

Last semester enrolled: _____

Current Mailing Address _____ Telephone (_____) _____ - _____

_____ Email: _____

Check one:

- Send transcripts now
 Send with final grades
 Send with degree posted

Please send _____ transcript(s) to the following:

Name _____

Attn: _____

Address: _____

City: _____ State: _____ Zip _____

Signature: _____

Request cannot be processed without signature

FOR OFFICE USE ONLY

Registrar:

Hold:

- after current grades are posted
 after degree is posted
 after financial obligations have been met

Date:

Photo ID rec'd

Request was made: Walk-in Mail Fax

Payment received for transcript: \$
(charge after 1st request)

Business Office received
Initialed by _____

