



COASTAL ALABAMA

COMMUNITY COLLEGE

(formerly Alabama Southern Community College, Faulkner State Community College, and Jefferson Davis Community College)

TRANSCRIPT RELEASE FORM

I. STUDENT INFORMATION:

PRINT FULL NAME _____
(Last) (First) (Middle) (Maiden)

STUDENT NUMBER _____ BIRTHDATE _____

E-MAIL ADDRESS _____

CURRENT ADDRESS _____

City State Zip PHONE
Area Code Number

II. ATTENDANCE:

Dates of Attendance _____

Campus Attended: _____ Atmore _____ Bay Minette _____ Brewton _____ Fairhope _____ Gilbertown
_____ Gulf Shores _____ Jackson _____ Monroeville _____ Thomasville

III. SPECIAL INSTRUCTIONS:

- _____ Mail now. Number of transcripts to be mailed: _____
- _____ Send electronically via EScrip-Safe
- _____ Will pick up. Pick up campus: _____
- _____ Hold for current semester grades
- _____ Hold for current semester grades and degree
- _____ Hold for transcript adjustment (course forgiveness, academic bankruptcy)

IV. MAIL TRANSCRIPT TO NAME AND ADDRESS BELOW:

If transcripts are to be sent to more than one address, please complete a separate form for each recipient.

IV. SEND ELECTRONICALLY VIA EScrip-Safe:

College Name and Location _____ FICE Code & EXT or email address _____

I hereby authorize and request Coastal Alabama Community College to release my official transcript to those listed above.

Student's Signature

Date