



*United Theological
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Indies*

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TRANSCRIPT REQUEST FORM

- ◆ Request must be made in writing; telephone requests are not accepted.
- ◆ All financial obligations to the school must be satisfied. Failure to fulfill this requirement will result in the **non-processing** of the transcript.
- ◆ Cost: JA\$1,350 (regular) or JA\$1,850 (express).
- ◆ Cash, Manager's cheques or credit/debit card payments are accepted.
- ◆ For additional transcripts, please complete separate forms.
- ◆ Allow **Ten** (10) working days for regular transcript production or three (3) working days for express transcript production.

Name:		
Address:		
Email Address:		
Telephone Number(s):		
College ID:		
Signature:		Date:
Check Programme pursued: <input type="checkbox"/> M.Div. <input type="checkbox"/> Diploma (Ministerial Studies) <input type="checkbox"/> Certificate <input type="checkbox"/> Other: -----	Please indicate if you were: <input type="checkbox"/> Denominational Sponsored <input type="checkbox"/> Independent	Last date you attended: <div style="border: 2px solid black; height: 40px; width: 100%;"></div>
Check form of payment: <input type="checkbox"/> Manager's Cheque <input type="checkbox"/> Credit/Debit Card	Please indicate payment amount: _____ Cash	Please enter Cheque # _____
SEND TRANSCRIPT TO		
Name of Organisation/Institution:		
To the Attention of:		
Address:		
City, State, Zip		
FOR OFFICE USE ONLY:	Date Received:	Financial Approval:
		Date Issued: