

# BRANDYWINE HOSPITAL SCHOOL OF NURSING

## OFFICIAL TRANSCRIPT REQUEST

(PLEASE PRINT):

Student's Current Name: \_\_\_\_\_ Former Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Daytime Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Immaculata ID # \_\_\_\_\_ Date Of Birth: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Social Security Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Attendance Dates: \_\_\_\_\_ To \_\_\_\_\_

**SIGNATURE/DATE (Required by Law):** \_\_\_\_\_  
*By signing this form you are authorizing Immaculata University to release your transcript as indicated below. Without a signature this form WILL NOT be processed. Please allow one week for processing.*

### SEND TRANSCRIPT(S) TO:

- ☐ Send \_\_\_\_\_ (#) transcript(s) to **me** at address above ☐ Pick-up \_\_\_\_\_ (#) transcript(s). Will call when ready
- ☐ Send \_\_\_\_\_ (#) transcript(s) to the following address(es):

Mail to: Name/Institution \_\_\_\_\_  
Street/PO Box \_\_\_\_\_  
City, State, Zip \_\_\_\_\_  
\_\_\_\_\_ # of copies to this address

Mail to: Name/Institution \_\_\_\_\_  
Street/PO Box \_\_\_\_\_  
City, State, Zip \_\_\_\_\_  
\_\_\_\_\_ # of copies to this address

For additional addresses please include a supplemental page or use reverse side.

Fee is \$20 per Transcript: Total # of Transcripts \_\_\_\_\_ X \$20 = Amount Enclosed \$ \_\_\_\_\_

*Please make checks payable to: Immaculata University*

☐ Cash ☐ Check # \_\_\_\_\_ ☐ Money Order # \_\_\_\_\_

### For Credit Card Payment – Complete This Portion

Name on Card \_\_\_\_\_ Card # \_\_\_\_\_

CCV Security Card # \_\_\_\_\_ Expiration Date \_\_\_\_\_ Cardholder's Signature \_\_\_\_\_

### OFFICE USE ONLY:

AMOUNT PAID	DATE	INITIALS	SENT
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