

The Salvation Army
College for Officer Training at Crestmont
30840 Hawthorne Blvd.
Rancho Palos Verdes, CA 90275
www.crestmont.edu



Curriculum Department

Telephone (310) 265-6196 ■ Fax (310) 265-6520
www.crestmont.edu/students.htm

Educational Transcript Request Form

Fee - \$5.00 per request (Official Copy)
\$3.00 per request (Unofficial Copy)

Please send ___ official copy/copies of my transcript to:

NAME OF SCHOOL/INSTITUTION

ATTENTION

STREET ADDRESS

CITY STATE ZIP CODE PHONE #

Please find my personal information below:

NAME (Last) (First) (M) (Other Names Used)

STREET ADDRESS

CITY STATE ZIP CODE PHONE #

Last Year of Attendance: -----

Session Name: -----

I hereby authorize the release of the above information to the above-mentioned school/institution.

Signature

Date

Privacy laws prohibit telephone requests. All requests must be in writing. Most colleges require that official transcripts be sent directly from the institution. To avoid unnecessary requests and expenses, please check with the institution before you request transcripts. Two to three days is the normal processing time for requests.