

Western Texas College Transcript Request

****As a courtesy to our students, we will provide the first five (5) transcripts at no charge.
Thereafter, each additional transcript ordered will be \$5.00 each.
Transcripts will not be issued until all holds and fees are paid.
Payment may be made in person or by contacting the Business Office
with a debit or credit card at 325-574-7610**

Required Field

Student's SSN: _____ Date of Birth: _____
Contact Number: _____ Alternate Contact Number: _____

NAME

First: _____ Middle Initial: _____ Last: _____
Previous Last Name(s): _____
Email: _____

ADDRESS

Street: _____
City: _____ State: _____ Zip: _____

LVN PROGRAM

Were you enrolled in Western Texas College's LVN program?

Yes

No

CHECK APPROPRIATE BOX:

Currently Enrolled

Not Currently Enrolled

CHECK APPROPRIATE BOX:

Send Now

Hold for Current Semester Grades

Hold for Degree Notation

TRANSCRIPTS

Please mail _____ transcript(s) to this address (limit of 5 transcripts):

MAIL TO: _____

Please mail _____ transcript(s) to this address (limit of 5 transcripts):

MAIL TO: _____

By signing this form, I agree that this information is complete and correct, and I understand that the submission of false information is grounds for appropriate disciplinary action.

Date: _____ Name: _____

This form must be mailed, faxed or emailed to the Western Texas College transcript clerk:

Mail: 6200 College Avenue, Snyder, TX **FAX:** 866-448-7452 **Email:** transcript@wtc.edu

NOTE: The fastest and easiest method of submitting a transcript request is to complete the online form at:

<https://wtc.edu/students/TranscriptRequest.html>