



Unity College Registrar's Office  
70 Farm View Drive, Suite 200  
New Gloucester, ME 04260  
Phone: (207) 509-7257  
Fax: (207) 512-1208  
[registrarsoffice@unity.edu](mailto:registrarsoffice@unity.edu)

### TRANSCRIPT REQUEST FORM

There is no charge for mailed transcripts. No partial transcripts will be issued. Transcripts will not be released to anyone except the student, unless appropriately requested in writing by the student. College policy prohibits issuing transcripts to any student indebted to the college.

Unity College ID #: 000000 \_\_\_\_\_ **or** Last 4 Digits SSN: XXX-XX-\_\_\_\_\_

Name: \_\_\_\_\_  
Last First Middle

Your current mailing address: \_\_\_\_\_

Primary Phone: (\_\_\_\_) \_\_\_\_ - \_\_\_\_\_ Email address: \_\_\_\_\_

Number of official transcripts requested: \_\_\_\_

Send now       Hold for current term grades       Hold for Degree

**Send transcript(s) to:**

For multiple addresses, please use a separate form for each address. Applicant is responsible for current mailing address. Incomplete information may result in processing delays.

Name/Organization: \_\_\_\_\_

ATTN/Department: \_\_\_\_\_

Street Address 1: \_\_\_\_\_

Street Address 2: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Country (if outside US) : \_\_\_\_\_

**Student's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_