

To the applicant: Complete and mail a request form to each school you have attended--high school, GED®/high equivalency testing center, college, etc. If you are currently enrolled in high school, please have a transcript sent to us now and a final copy sent to us upon graduation. Specify which transcript(s) you are requesting with this form:

High School GED®/HSE/Adult High School College Curriculum Placement Test Scores College Continuing Education

Student Information

Name (as it appears on high school/ GED®/college records): _____
First Middle/Maiden Last

Name (as it appears on MCC records if different from above): _____
First Middle/Maiden Last

* Social Security Number: _____ Date of Birth: _____

*Providing your Social Security Number is voluntary; the number is used for record identification purposes only.

Present Address: _____
Street/Route/Box Number City State ZIP

I have applied for the _____ program at MCC and plan to begin (academic term) _____ 20__

Name & address of high school/ GED® testing center/college: _____

Last year of attendance: _____ Graduated: Yes No Currently enrolled

This request serves as authorization for the release of the information specified above to MCC.

Student's Signature _____ Date: _____

To the high school Counselor, GED® Examiner, or college Registrar send the transcript(s) to the:

**Enrollment Office
Montgomery Community College
1011 Page Street
Troy, NC 27371**

Attention North Carolina GED®/high school equivalency graduates:

Please send this form via mail or fax to:

**NCCCS High School Equivalency (HSE) Records Office
5016 Mail Service Center, Raleigh, NC 27699-5016
FAX: (919) 807-7172 or (919) 807-7164**

You may also visit the website listed below for more information on obtaining your transcript.

<http://www.ncccommunitycolleges.edu/college-and-career-readiness/high-school-equivalency/high-school-equivalency-records>