

Complete form, then print, sign and mail to the Registrar. Or you may fax the completed form to 916.739.7254 or email it to sacregistrar@pacific.edu.

1. Transcripts are not issued until ALL OUTSTANDING ACCOUNTS with the school are paid;
2. Typically processes within 2 business days of receipt; allow longer at the end of a semester.

Date: _____

Student Identification number OR last four digits of Social Security number: _____

Name: Last _____ First _____ Middle _____

Other name attended under: _____

Address: _____

City _____ State _____ Zip _____

Phone: Home _____ Business _____

E-mail _____

Class Year _____

If not now enrolled: My last date of attendance **OR** Date of graduation was _____

Signature _____

(required)

Select appropriate items:

Student Copy (unofficial)
Send only after current grades posted
Class rank to be included
Other (_____)

Official Copy (issued to third party only)
Letter of Standing to accompany transcript
(current students)
LSDAS / LSAC Report

Purpose for which transcript is intended _____

Send to:

1. _____

2. _____

OFFICE USE ONLY:

Rec No _____ Acct OK _____

Transcript Sent _____