REQUEST FOR TRANSCRIPT TO BE SENT TO EASTERN FLORIDA STATE COLLEGE

STUDENT: Many high schools and colleges prefer students to request and send transcripts electronically. Check the school’s website, as that is the fastest way to obtain your transcript. If your high school and/or previous college(s) only send paper transcripts, please send this form to them to attach to the transcript. Check with the institution to see if there is a fee for the release of transcripts. A transcript is considered official if it comes from the institution either electronically or in its original sealed envelope.

SCHOOL: Please attach this form to the official transcript if sending paper.

Student Name: ___________________________   Date of Birth: _______________ Social Security No: _______________________

My records will be found under the name(s): ________________________________________________________________

Date first enrolled: ______________ Graduated: □Yes □No
Date last enrolled: ______________ Graduation Date: ______________

This signed form authorizes the release of my transcript to Eastern Florida State College.

Student Signature: ___________________________________________________________ Date: ___________________

COLLEGE TRANSCRIPT SENDING INSTRUCTIONS

Send Electronic Transcript to: Registrar@easternflorida.edu
Send Paper Transcript to: Eastern Florida State College, Office of the Registrar, 1519 Clearlake Road, Cocoa, FL 32922

HIGH SCHOOL TRANSCRIPT SENDING INSTRUCTIONS

Florida Public Schools Send Electronic Transcripts to Institution Number 0001470.

Private or Out of State Electronic Transcripts: Select the EFSC campus you plan to attend or where you submitted your original application for admission.

☐ Cocoa Campus - CocoaAdmissions@easternflorida.edu
☐ Melbourne Campus - MelbourneAdmissions@easternflorida.edu
☐ Palm Bay Campus - PalmBayAdmissions@easternflorida.edu
☐ Titusville Campus - TitusvilleAdmissions@easternflorida.edu

Paper Transcripts: Select the EFSC campus you plan to attend or where you submitted your original application for admission.

☐ Eastern Florida State College
   Titusville Admissions
   1311 North U.S. 1
   Titusville, FL 32796-2192

☐ Eastern Florida State College
   Cocoa Admissions
   1519 Clearlake Road
   Cocoa, FL 32922-6597

☐ Eastern Florida State College
   Palm Bay Admissions
   250 Community College Pkwy
   Palm Bay, FL 32909-2299

☐ Eastern Florida State College
   Melbourne Admissions
   3865 North Wickham Road
   Melbourne, FL 32935-2399