

**For Office Use Only**

Amount Paid: \$ \_\_\_\_\_

Staff Initials: \_\_\_\_\_

[www.massasoit.edu](http://www.massasoit.edu)

[registrar@massasoit.mass.edu](mailto:registrar@massasoit.mass.edu)

fax: 508-427-1236

**Brockton Campus**  
Administration Building, A240  
One Massasoit Boulevard  
Brockton, MA 02302

**Canton Campus**  
Enrollment Center  
900 Randolph Street  
Canton, MA 02021

**Middleborough Center**  
Main Office  
49 Union Street  
Middleborough, MA 02346

**E-transcripts and online ordering now available!**

For fastest transcript processing, visit [massasoit.edu/transcripts](http://massasoit.edu/transcripts) to order online. Valid credit or debit card required for online ordering.

Student ID or Last 4 digits of SSN \_\_\_\_\_ Birth Date \_\_\_\_\_

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ Middle Initial \_\_\_\_\_

Other Name (under which records may appear) \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Phone \_\_\_\_\_  Home  Cell Approximate Years Attended \_\_\_\_\_ to \_\_\_\_\_

**Check One**

- Process immediately
- Process after grades for the following semester are posted:
  - Fall  Winter Session  Spring
  - Summer I  Summer II
- Process after graduation is posted

**Check One**

- Hold for pick-up
  - Brockton  Canton  Middleborough
- Mail to student
- Mail to address(es) listed below

**Send transcript(s) to:**

Please fill in complete address(es) below, indicating the number of copies desired. Please designate a specific office if sending to a school.

1. \_\_\_\_\_  
# \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. \_\_\_\_\_  
# \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. \_\_\_\_\_  
# \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. \_\_\_\_\_  
# \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Student signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

*Transcripts will not be issued for any student who has overdue financial obligations to Massasoit Community College.*

### Transcript Payment

Transcript requests received by email, fax, or in person are \$3 each and are processed within 2-3 business days;  
transcript requests received by mail are free and processed within 5-7 business days.

- Check (made payable to Massasoit Community College) Student name: \_\_\_\_\_ ID number: \_\_\_\_\_
- Cash/money order Amount paid: \$ \_\_\_\_\_
- Credit card:  Visa  MasterCard  Discover

Account number:

Expiration date: Month:   Year:

Name on card: \_\_\_\_\_ Signature of card holder: \_\_\_\_\_