

TRANSCRIPT REQUEST FORM
State Fair Community College
Attn: Transcripts
3201 West 16th Street
Sedalia, MO 65301
Phone (660) 530-5829 or (877) 311-7322 Ext. 7291 or 7229
Fax (660) 596-7472

Mailed, faxed or transcripts to be picked up are \$10.00 each. Faxed transcripts may not be considered official. Transcripts are processed within 2 business days of receipt of payment. Transcripts are not provided if you have any type of hold with the college.

SFCC IDN or SSN: _____ Date: _____, 20__

Name: _____

Other Names Used At SFCC: _____

Address: _____

City	State	Zip
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Phone: Home: (____) ____ - _____ Work: (____) ____ - _____

Approximate Date of Attendance at SFCC: _____

Signature: _____

I authorize the release of my transcripts to the addresses/faxes listed below

Send transcript(s): Now Hold for grades Hold for degree

Payment Method: Check _____ Money Order _____ Cash _____ Discover _____ Visa _____ MasterCard _____

Credit Card #: _____ Expiration Date: _____

Mail: _____ copy (ies) to: Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Mail: _____ copy (ies) to: Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Pickup: _____ copy (ies): Name of person to release transcript to if someone other than yourself:
(Must have Photo ID
at time of pickup) _____

Fax to: Fax Number(____) ____ - _____ Attention: _____

Fax to: Fax Number(____) ____ - _____ Attention: _____