

**Seattle Central Community College
Student Development Transcript Request Form**
1701 Broadway, Seattle, WA 98122

WHAT IS A STUDENT DEVELOPMENT TRANSCRIPT?

A Student Development Transcript is an official record of your service and involvement at Seattle Central Community College that has taken place outside of the academic classroom.

HOW DO I ACCESS A STUDENT DEVELOPMENT TRANSCRIPT?

1. Verify with the Office of Student Leadership to confirm your involvement and generate the necessary documentation. This information is then provided to the Division of Registration and Records.
2. Pay \$3.00 to the Cashiers Office.
3. Complete the Request Form and submit to Registration and Records.

PRINT			
_____ Last Name	_____ First	_____ Initial	_____ Student I.D. Number
_____ Address			
_____ City	_____ State	_____ Zip	_____ Phone
_____ Previous Name			_____ Birthdate
x _____ Student's Signature		_____ Date	

Send Student Development Transcript to: (Please print)			
Name: _____			
Address: _____			

City: _____	St: _____	Zip: _____	

CHECK THE FOLLOWING ITEMS WHICH APPLY:

____ I will **pick up** SDT (Transcripts not picked up will be destroyed **after 30 days.**)

____ **Mail**
____ Send with academic transcript.
____ No. of **Official Student** Development Transcripts at \$3 each (Non-refundable)

(Please allow 2 working days, excluding holidays, for requests to be filled.)

Fee Code KA/09/99

10/99

**Seattle Central Community College
Student Development Transcript Request Form**
1701 Broadway, Seattle, WA 98122

WHAT IS A STUDENT DEVELOPMENT TRANSCRIPT?

A Student Development Transcript is an official record of your service and involvement at Seattle Central Community College that has taken place outside of the academic classroom.

HOW DO I ACCESS A STUDENT DEVELOPMENT TRANSCRIPT?

1. Verify with the Office of Student Leadership to confirm your involvement and generate the necessary documentation. This information is then provided to the Division of Registration and Records.
2. Pay \$3.00 to the Cashiers Office.
3. Complete the Request Form and submit to Registration and Records.

PRINT			
_____ Last Name	_____ First	_____ Initial	_____ Student I.D. Number
_____ Address			
_____ City	_____ State	_____ Zip	_____ Phone
_____ Previous Name			_____ Birthdate
x _____ Student's Signature		_____ Date	

Send Student Development Transcript to: (Please print)			
Name: _____			
Address: _____			

City: _____	St: _____	Zip: _____	

CHECK THE FOLLOWING ITEMS WHICH APPLY:

____ I will **pick up** SDT (Transcripts not picked up will be destroyed **after 30 days.**)

____ **Mail**
____ Send with academic transcript.
____ No. of **Official Student** Development Transcripts at \$3 each (Non-refundable)

(Please allow 2 working days, excluding holidays, for requests to be filled.)

Fee Code KA/09/99

10/99