



Grand Canyon University

Office of Academic Records

Request for Official Transcript

Please fill out a separate form for each college that you have attended

Name of Student		Name Used While Attending
Current Address		Current Phone Number
Social Security Number	Date of Birth	
Name of College/University	Campus Attended	City, State (US schools only)
Dates of Attendance	Degree/Credits Earned	

Please note:

Grand Canyon University will request Official Transcripts from regionally accredited, degree granting institutions. If GCU is unsuccessful in its efforts, the responsibility of securing and submitting Official Transcripts reverts to the student.

Signature	Date
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*Grand Canyon University accepts faxed official transcripts.
Please fax an official transcript to:

* If your institution does not fax official transcripts or considers faxed transcripts unofficial, please send an official transcript to:

Grand Canyon University
Office of Academic Records
P.O. Box 11097
Phoenix, AZ 85061-1097

Confidential:

The information in this and preceding pages is protected by the rules and regulations of the **Family Educational Rights and Privacy Act (FERPA)**. Please allow only authorized personnel of your institution to view and process this information.

~ academicrecords@gcu.edu