



**Detach, Complete & Give to SMC's Registrar.**

## **TRANSCRIPT REQUESTS FOR STUDY ABROAD APPLICATIONS**

*Complete this form. Return to: The Office of the Registrar, Founders Hall 112*

**NAME:** \_\_\_\_\_

**ID Number:** \_\_\_\_\_

 **Campus Box Number:** \_\_\_\_\_

**Class Of:** \_\_\_\_\_

 **Campus or Local Phone:** \_\_\_\_\_

 **E-Mail:** \_\_\_\_\_

### **1. STUDY ABROAD PROGRAM APPLICATION**

Please **mail** my **Official Transcript** to my Study Abroad Program:

Hold for Final Grades

Send Immediately

**Name of Institution:** \_\_\_\_\_

**Street Address:** \_\_\_\_\_

**City/State/Zip:** \_\_\_\_\_

Submit a **\$5.00 Fee** with this request

### **2. SAINT MICHAEL'S COLLEGE APPLICATION**

Please also send a **copy** of my transcript to the Director of Study Abroad. There is **NO FEE** for this transcript.

\_\_\_\_\_  
**Student Signature**

\_\_\_\_\_  
**Date**

**Return this to the Office of the Registrar**