



Request for Transcript

This form and payment must be lodged at the Student Centre.

NOTE: All students must keep their address and contact details current on *Student Connect*.

Section A Student Information

Student ID No

Current Name

Current Address

Current Telephone Number

Section B Details of Request

Name at Time Course Undertaken

Course Undertaken

Place of Study (eg McAuley, CTC, ICE etc)

Year(s) of Study (eg 1973 to 1975)

Graduation Year (if applicable)

(Note: If space is insufficient, please attach additional pages)

Section C Number of Copies Required and Cost

No. of Copies Required..... Cost \$15.00 per copy for current students or \$16.50 (incl GST) for past students

Note: \$15.00 charge covers more than one course. If you require more than one copy for each course, the charge applies per copy

Payment can be made by cash (at the Student Centre) or cheque/ money order made out to Australian Catholic University for the relevant amount.

Section D Student's Signature

Student Signature..... Date.....

Office Use Only

Date Request Received:..... Payment Received.....

Date Record Posted..... Name CSO.....