



# Official Transcript Request Form Larimer County Vo-Tech

This request form is only to be used for student who attended Larimer Campus prior to Fall 1988 (known as Larimer County Vo-Tech)

Students who attended Front Range Community College, please go to [www.frontrange.edu/transcripts](http://www.frontrange.edu/transcripts) to order transcripts online

*Instructions: Please complete the information below and submit to FRCC Larimer Campus, in person or by mail/fax/email. If you are picking up a transcript, you will be required to present a photo ID at time of pickup.*

Student ID: \_\_\_\_\_ Phone #: \_\_\_\_\_ Birth Date: \_\_\_\_\_

Name: \_\_\_\_\_  
*Last Name First Name Middle Name*

Former name(s) used while attending FRCC: \_\_\_\_\_

Date(s) of Attendance: \_\_\_\_\_ Email Address: \_\_\_\_\_

*Pursuant to provision of the Federal Family Educational Rights Act of 1974 (Public Law 93-380), I grant permission for release of my academic record as indicated. The transcript request will not be processed without signature.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Method of Delivery:

Pick Up (# of copies): \_\_\_\_\_

or

Mail (# of copies): \_\_\_\_\_ transcript(s) to:

Mail (# of copies): \_\_\_\_\_ transcript(s) to:

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Organization: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

### Please note:

- Official transcripts will always be released in a sealed FRCC envelope.
- **Transcripts will not be provided for students with financial or other obligations to any CCCS (Colorado Community College System) institution.**
- Please allow up to 2 weeks for processing.

Boulder County Campus  
2190 Miller Drive  
Longmont, CO 80501  
303-678-3722  
Fax: 303-678-3637  
[BCCAdmissions@frontrange.edu](mailto:BCCAdmissions@frontrange.edu)

Brighton Center  
1850 E. Egbert Street  
Brighton, CO 80601  
303-404-5099  
Fax: 303-655-1763  
[Frc.brightoncenter@frontrange.edu](mailto:Frc.brightoncenter@frontrange.edu)

Larimer Campus  
4616 South Shields  
Fort Collins, CO 80526  
970-204-8107  
Fax: 970-204-8365  
[LCAdmissions@frontrange.edu](mailto:LCAdmissions@frontrange.edu)

Westminster Campus  
3645 West 112<sup>th</sup> Avenue  
Westminster, CO 80031  
303-404-5414  
Fax: 303-404-5150  
[WCAdmissions@frontrange.edu](mailto:WCAdmissions@frontrange.edu)

Office use only

Printed: \_\_\_\_\_

Date: \_\_\_\_\_

Update by the Office of the Registrar

Special Processing Fee: \_\_\_\_\_

Paid: \_\_\_\_\_

Date: \_\_\_\_\_

02.18.2015