

# Transcript Request for OCS Applications

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**Students must complete all sections below and then submit the completed form to the Registrar's Office in Memorial 212.**

I give my permission to the Whitman College Registrar's Office to release my transcript to my Partner Program.

- Send transcript now (check if you are completing this form at beginning or middle of a Whitman semester)
- Send transcript once current semester grades are recorded (check if you are completing this form at the end of semester)

<b>Student Name:</b>	
<b>WID:</b>	<b>Email Address:</b>
<b>Major(s):</b> (Major must be declared prior to processing)	
<b>Full OCS Program Name:</b> (e.g. <i>IES: Freiburg Environmental Studies &amp; Sustainability</i> )	
<b>Student Signature:</b>	
<b>Date:</b>	

## Method of Delivery

- 1. Unofficial Transcript Upload – HANDLED BY REGISTRAR & STUDENT:** The student must upload or email their unofficial transcript that they receive from the Whitman Registrar to their partner program's on-line application.
- 2. Mailed Official Transcript – HANDLED BY REGISTRAR:** The Whitman Registrar will mail an official transcript directly to the student's OCS program at the address provided below by the OCS staff. Please come to the OCS office to obtain your program's address sticker before submitting the form to the Registrar's office.

<b>OCS Program Address: (Pick up appropriate sticker in OCS office)</b>
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