

# June 2020 Final Transcript of Marks Request Form

Full Name (First/Middle/Last): \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Your Telephone Number: \_\_\_\_\_

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**Even if you previously had marks sent in February or during Second Semester, all universities and colleges will still require FINAL results from June. These are not automatically sent, based on past applications. It's very important that you complete this request sheet, and forward it to Student Services by early June. You may e-mail the completed form to Valerie at [vainman@edu.pe.ca](mailto:vainman@edu.pe.ca) or print and mail this form and payment to Valerie Inman, Colonel Gray Student Services, 175 Spring Park Road, Charlottetown, PE C1A 3Y8.**

**Please list below where you will need your official transcript(s) mailed. Cost is \$2 each. If you have an applicant number from the individual university or college to be included, record it on the same line. For Ontario, also include the OUAC or OCAS numbers.**

**Please do not hold up or jeopardize your final acceptance into university/college by finishing the school year without ordering your final marks. Doing this now will prevent being in a crisis, over the summer months, when the office may be closed. Your completed request forms will be filed away now, then transcripts will be mailed out near the end of June – as soon as marks are finalized from the Main Office.**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

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

Date \_\_\_\_\_

Paid? Yes \_\_\_\_\_ No \_\_\_\_\_