

- Complete this form and print.
- Sign, date, and mail (U.S. Mail) to:
Governors State University
Attn: Registrar's Office
1 University Parkway
University Park, IL 60484
- Enclose a check or money order for **\$10 per transcript**, payable to Governors State University.

Allow three business days for processing. GSU is not responsible for transcripts once mailed via U.S. Postal Service.

To order transcripts online, go to:

www.govst.edu/transcripts

ID# or SSN _____ Daytime phone _____

Name: Last _____ First _____ M.I. _____

Address _____

City _____ State _____ Zip _____ Country _____

Are any records listed under another name or SS# ? yes no

If yes, other name _____

Other SSN _____

Did you attend GSU prior to 1990? yes no

Number of copies required per address. A. _____ B. _____

Send transcript(s) to:

A. Name _____

Address _____

City/State/Zip _____

B. Name _____

Address _____

City/State/Zip _____

Please send transcripts indicating the information marked below (*select one option*)

- Send immediately. (*DEFAULT*)
- Hold until grade for current term are posted.
- Hold until grade change is made.

Term _____ Course _____

Hold until degree and/or certificate is posted. Term _____

Student Signature _____ **Date** _____