

TRANSCRIPT RELEASE

High School and/or College Transcript Release Permission

Note to applicant:

1. Detach, sign and send or give directly to the last high school and/or college attended. Your transcript cannot be sent without signed permission.
2. To find out the cost of an official transcript, you may want to call the Registrar at the institution(s) attended.

I, (Student Name) _____

hereby request _____
Last High School and/or College Attended – Include City and State

To send a high school and/or college transcript to:

SOUTHEAST TECHNICAL INSTITUTE
ADMISSION OFFICE
2320 N CAREER AVE
SIOUX FALLS, SD 57107

Applicant's Signature _____ Date _____

TRANSCRIPT INFORMATION:

Name Used on High School and/or College Transcript _____

Year Graduated or Last Attended _____

Date of Birth _____ Social Security Number (this information will be used only to verify the correct identity of the student) _____

Parent's Signature (if under 18) _____ Date: _____

Note to school personnel: Send all transcripts to Southeast Technical Institute. Please copy this release and return it with the transcript. Keep the original release for your records.