



## Veritas International University

### Transcript Request Form

3000 W. MacArthur Blvd. | Suite 207

Santa Ana CA | 92704 | Phone: 714.966.8500

Official Transcripts may be obtained through written request by a VIU student or graduate whose account with Veritas International University are paid in full. A \$10 fee for each transcript must accompany each written request. All unofficial transcripts may be obtained by a student or graduate and mailed to the student at no charge. Allow 2-3 weeks for delivery.

Student's Name:		Middle Initial:	Last:	
Student ID:		Phone Number:		Social Security Number:
Address:		City:	State:	Zip:
Date of Last Course Attended:	Year Graduated:		Degree Earned:	

Fax Unofficial Transcript to: \_\_\_\_\_

Official Transcripts to be picked up ("Issued to the Student")

Mail Official Transcript

Number of Copies

/ /

Student Signature

Date

#### Address to which transcript(s) should be sent:

School/Location Name:		
Address:		
City:	State:	Zip Code:

Return completed form to the Office of the Registrar: **3000 W. MacArthur Blvd., Kwave Building, Suite 207, Santa Ana, CA, 92704** or by email to: [registrar@ves.edu](mailto:registrar@ves.edu). Questions about this policy and procedure may be directed to the Registrar's Office at (714) 966-8500 EXT. 3256.

#### \*\*FOR VIU USE ONLY\*\*

Registrar:	Date Sent:	/	/	/
Payment Method:	<input type="checkbox"/> Credit Card Number:	/	/	/
<input type="checkbox"/> CASH (receipt # _____)	<input type="checkbox"/> CHECK (check # _____)	Expiration Date:	CVC:	