



Request for Official Transcripts to be sent to Grand View University

STUDENT: Please complete this form and send to each school you have attended.

TRANSFER STUDENTS: In addition to requesting official college transcripts from all colleges or universities previously attended, if you have completed fewer than 24 semester hours of college coursework before applying to Grand View, request an official high school transcript and official ACT or SAT scores. Duplicate this form as necessary. Please call the Admissions Office with any questions at 515-263-2810 or 800-444-6083, ext. 2810.

Student Information

Student name _____
Last First Middle Former names

Date of birth _____ Last 4 digits of Social Security Number _____

Current address _____
Number and street

City State Zip

Phone (_____) _____ Email _____

Year of most recent enrollment _____

School Information

Name of school _____

Current address _____
Number and street

City State Zip

Current student? ☐ Yes ☐ No *If yes*, release transcripts (select one): ☐ ASAP ☐ After grades ☐ After degree

Transcript Fees

☐ Fee enclosed: ☐ Check ☐ Cash

☐ Please charge my: ☐ MasterCard ☐ VISA ☐ Discover ☐ American Express

Card number _____ CV* _____ Expiration date _____
*Located on the back of your card in the signature panel.

Student signature _____ Date _____

Please send official transcripts to: Grand View University; Attn: Admissions Office, 1200 Grandview Avenue, Des Moines, Iowa 50316
Admissions phone: 515-263-2810 or 800-444-6083, ext 2810