



4670 Auto Mall Parkway
Fremont, California 94538
888 825 6273

TRANSCRIPT REQUEST FORM

PLEASE SUBMIT TRANSCRIPT REQUESTS TO UNITEK EDUCATION STUDENT RECORDS ATTENTION EILEEN PHUNG BY MAIL OR EILEENP@UNITEK.COM OR FACSIMILE AT (510) 280 8070 THANK YOU!

Please Print:

Last Name:	First Name:	MI:	Phone Number:
Other names used while attending program:			
Social Security Number:	Birth Date:	Start Date:	
Street Address:	City:	State:	Zip:
E-Mail Address:			
Requesting Transcripts for:	Campus Last Attended:	Last Date of Attendance:	
<input type="checkbox"/> EMT <input type="checkbox"/> ONLINE MA	Fremont, California		

Please forward requested transcript to:

Registrar:	Phone Number:
Name of Institution:	
Street Address:	City: State: Zip:

Additional Comments:

I understand that Unitek Education requires:

- \$ 15.00 for each official transcript requested
- \$ 5.00 for each unofficial transcript requested
- \$ 4.00 for each faxed copy of transcript requested

I have completed and enclosed a separate transcript request form for each institution, and have enclosed payment in the amount of .

Signature

Date

(All payments must be by credit card, check or by money order. Please make payable to Unitek Education.)

**** PLEASE ALLOW 4 – 6 WEEKS FOR PROCESSING****

CREDIT CARD AUTHORIZATION

I authorize Unitek Education to charge my credit card for the amount of: _____.

My credit card information is as follows:

Cardholder Name:

Cardholder Address:

Card #:

Expiration Date:

Card Type: Choose Card Type

Secret V-Code:

Cardholder Signature: _____

What is a V-Code?

The V-Code 3-digit verification code number immediately follows the card number printed in the signature panel on the backside of the card. This additional security verification number is part of a fraud system, so that if someone does have possession of your credit card account number they must also have possession of the physical card in order to know the v-code number.¹



¹ http://www.mechanicalmusicpress.com/rbook/v_code.htm