



# EASTERN IDAHO TECHNICAL COLLEGE TECH PREP TRANSCRIPT REQUEST

**Full Name:** \_\_\_\_\_  
*Last First Middle Other*

**Address:** \_\_\_\_\_  
*Number and Street City State Zip Code*

**Phone:** \_\_\_\_\_ **Cell Phone:** \_\_\_\_\_

**Social Security Number:** \_\_\_\_\_ **Date of Birth:** \_\_\_\_\_

**High School:** \_\_\_\_\_ **High School Grad Year:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

EITC COURSES TO BE TRANSCRIPTED			
EITC Course #	EITC Course Name	Credits	Total Cost for Course (\$10 per credit if not attending EITC)
		_____ X \$10	= \$
		_____ X \$10	= \$
		_____ X \$10	= \$
		_____ X \$10	= \$
		_____ X \$10	= \$
			<b>Total \$</b> <i>(One Time Charge Only)</i>

<b>Payment Method:</b>	Cash <input type="checkbox"/>	Check <input type="checkbox"/>	Credit Card <input type="checkbox"/>
_____	_____	_____	_____
<i>Check #</i>	<i>Amount Received</i>	<i>Card #</i>	<i>Card Type</i> <i>(Excludes American Express)</i>
			<i>Exp. Date</i>

**I hereby request a copy of my Eastern Idaho Technical College transcript:**

\_\_\_\_\_ **For my personal records**

\_\_\_\_\_ **To be sent to:**

**Name of college** \_\_\_\_\_

**Address** \_\_\_\_\_

**Attention:** \_\_\_\_\_

**Please return this form to:** **Tech Prep Coordinator**  
**Eastern Idaho Technical College**  
**1600 S. 25<sup>th</sup> E.**  
**Idaho Falls, ID 83404**

<i>(For office use only)</i>			
<i>Date Transcript Request Received</i>	_____	<i>Date Transcript Mailed</i>	_____
<i>Date Money Received</i>	_____	<i>Payment Type</i>	_____
		<i>Amount</i>	_____
		<i>POS#</i>	_____