



ADMISSIONS & RECORDS OFFICE

570 Golden Eagle Ave., Quincy, CA 95971

(530) 283-0202 – Fax (530) 283-9961

Admissions-Records@frc.edu

Transcript Request

Please print and complete a separate request for transcripts being sent to different locations.

ALL INFORMATION IS REQUIRED

FRC ID #or SS # _____

Date of Birth _____ - _____ - _____

Name _____
Last First Initial Maiden /Other Name

Address _____ Phone (____) _____ - _____
Street/PO Box City State Zip

Address will be updated in the system unless this box is checked: Do not update address

Signature _____ Date _____

- Send transcript now (will not include grades for current semester)
 - Send transcript at the end of Spring _____ Fall _____ Summer _____ will final grades
 - Hold transcript until degree or certificate is posted for Spring _____ Fall _____ Summer _____
- Send to above address**

of Copies:

Send Transcript(s) to: Name/School _____

of Copies:

Department/Person _____

Address _____

City _____ State _____ Zip _____

Special Instructions: _____

TRANSCRIPT FEES:

- *The first two official transcripts are free. (Does not apply to RUSH transcripts.)
- *Official transcripts beyond the first two are \$5.00 each.
- *RUSH transcripts (2-3 day priority mail) \$10.00 each.
- *Unofficial transcripts are available through MyFRC (student portal).

**All requests after first two free ones must be accompanied with payment.
Make checks payable to Feather River College or provide Visa/MasterCard information.**

VISA/MC NUMBER _____ EXPIRATION DATE _____

NAME ON CARD _____ SECURITY CODE _____

RECORDS OFFICE USE ONLY: Processed by _____ Fee \$ _____ Date _____