

**College of Southern Idaho  
GED Transcript Request Form**

**DIRECTIONS:** Please Print. Complete all items below to assist in completing your request.

Full Name: \_\_\_\_\_  
Last First Initial

Legal Name at time of testing: \_\_\_\_\_

Current Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

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

Phone Number: (\_\_\_\_) \_\_\_\_\_ What year tested? \_\_\_\_\_  
 Phone Number is helpful for questions we may have regarding your request.

Official GED Transcript \$5.00 (per address requested)  Access Code (for tests after 2001) No Charge

**Note: Payment may be made by cash, check, or money order (payable to CSI) at the reception desk in the Academic Development Center. All forms of payment, including credit/debit cards are accepted at the Matrix in the Taylor Building and all Off-Campus Business Offices. To pay by phone with a credit/debit card, call (208) 732-6230 or (208) 732-6235. Mail requests to: GED Office, College of Southern Idaho, P.O. Box 1238, Twin Falls, ID 83303.**

**Please send my transcript to: (You must sign second signature line if you want it faxed or e-mailed)**

<b>NAME</b>	<b>Fax #</b>
<b>Address:</b>	
<b>City:</b>	<b>State:</b>
<b>Zip:</b>	

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

**FAXING OR E-MAILING YOUR TRANSCRIPT:**

Transcripts are not considered official when sent via fax! Please check with the requesting school, company or institution to make sure they will accept a faxed or e-mailed copy of your GED transcript prior to submitting this request.

By signing below you are stating that you request your GED transcript be sent via fax or e-mail to the party listed in the table above. You are also stating that you are aware that the transmission of information via fax or e-mail may not be secure and/or confidential.

\_\_\_\_\_  
Signature Date

DO NOT WRITE BELOW THIS LINE

OFFICE USE ONLY

Date Received \_\_\_\_\_

Date Processed \_\_\_\_\_

Amount Received \$ \_\_\_\_\_ Received By: \_\_\_\_\_ GED HSE Year \_\_\_\_\_