Springfield Technical Community College

REQUEST FOR OFFICIAL GED SCORE REPORT/TRANSCRIPT

State and federal laws intended to protect the confidentiality of your academic records mandate that requests for release of this information be in writing and include your legal signature.

Payment:

Transcripts sent to Springfield Technical Community College Admissions Office are free. **

There is a fee of $7.50 for each requested transcript to be mailed or picked up.
(Payable by Money Order made out to STCC.)

Name: _____
First Middle Initial Last

Name at time of GED testing (only if different from current):

_____
First Middle Initial Last

Social Security Number: _____

Date of Birth: _____ Current Phone #:_____

Date tested (approximate):_____

Number of copies requested: _____

Please send transcript to: _____
Name of person/school/business

_____
Address

_____
City State Zip code

Note: If requesting more than one transcript, please note additional mailing information on the back of this form.

Please release my GED Transcript to the person/school/business noted on this form.

_____ _____
Signature Date

Mail this form and a payment of $7.50 for each GED Score Report/Transcript to:**

Springfield Technical Community College
Testing & Assessment Center
One Armory Square-STE 1
P.O. Box 9000
Springfield, MA 01102-9000

If you need verification of receiving the GED diploma, you must contact the Massachusetts Department of Education: phone- (781) 338-6625, mail-Massachusetts Department of Education, GED Processing Unit, P.O. Box 9120, 350 Main Street, Malden, MA 02148