



Official Transcript Release Form

Cadet Full Name: _____
 Cadet Date of Birth: _____ Cadet ID: _____
 Dates Attended: _____
 Requested by: _____ Phone: _____

IMPORTANT:

- There is a \$25 fee for an official transcript. This fee provides up to three transcripts.
- Transcript requests are free for current students.
- Official transcripts must be sent directly to a school, college or university.
- Transcripts will not be released for cadets who have outstanding financial obligations to the Academy.
- The transcript request will be processed upon receipt of this completed form and proof of payment. Please send both documents, this form, and your proof of payment to: Julia.Welch@missourimilitaryacademy.com or Julia Welch, Attn: Transcript Request, Missouri Military Academy, 204 North Grand Street, Mexico, Missouri 65265

Document	Quantity	Cost	Total Cost
Transcript	_____	\$25.00 each	\$ _____

Name and address of school, college or university to which records will be sent:

School Name	School Name	School Name
School Address	School Address	School Address
Fax Number	Fax Number	Fax Number

I hereby authorize the Registrar of Missouri Military Academy to release my official transcript to the institution named above.

 Signature of Parent, Guardian or Student (if 18 or older)

 Date

Rev: 12/7/2017

Missouri Military Academy

Phone: 573.581.1776 Fax: 573.581.5095 www.MissouriMilitaryAcademy.org 204 North Grand Street, Mexico, Missouri USA 65265