



Philander Smith College ~ 900 Daisy Bates Drive ~ Little Rock, AR 72202
PHONE (501)370-5220 /FAX: (501)370-5389

Transcript Fee: **\$5.00 (Please Pay @ Business Office @ 501-370-5202)** _____

Date of Request _____

Please Indicate:

_____ Mail transcript _____ Number of transcript(s) to mail

_____ Will pick up _____ Number of transcript(s) to pickup

_____ Official Transcript _____ Unofficial Transcript

ID # _____ or/SSN _____ Dates of Attendance _____ to _____

Name: _____
Please list maiden or other names used while attending PSC

Mailing Address: _____

City/State/Zip: _____

Home Phone: _____ Other Phone: _____

Did you Graduate? _____ If so, when? _____

If transcript(s) are being sent somewhere other than your mailing address, please complete this area below:

To: _____

Address: _____

City: _____ State _____ Zip _____

Special Instruction: _____

Please Note:

- Transcripts are not processed on a while you wait basis.
- Transcripts **will be** processed within a 3-5 business days.
- Transcripts will not be released until all financial obligations are paid in full.
- Transcripts considered official by PSC include a school-seal.

Signature: _____