

**TRANSCRIPT REQUEST FORM FOR ACTIVE DUTY AND VETERAN STUDENTS**

In accordance with Florida Statute 1009.26(17)(a), transcript fees shall be waived for active duty member or an honorably discharged veteran of the United States Armed Forces and his or her spouse and dependents.

**Student Name:** \_\_\_\_\_**MDC ID:** \_\_\_\_\_**Date of Birth:** \_\_\_\_\_**Contact Number:** \_\_\_\_\_**E-mail Address:** \_\_\_\_\_**Specify courses to be included on transcript:**

- College Credit  
 Vocational Credit  
 Non Credit  
 All Courses

Please check your unofficial transcript before submitting your request to ensure grades and/or degree have been posted.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_**Attach a valid government-issued ID with transcript request along with one of the following documents.**

DD214      Active Military Orders      Letter from Commander      Veteran's Administration ID

**- Do NOT send Military ID/Common Access Card -****Print below the name and address of the person and/or institution to which your transcript should be sent.****Name:** \_\_\_\_\_**Attention (if applicable):** \_\_\_\_\_**Address:** \_\_\_\_\_  
\_\_\_\_\_**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip Code:** \_\_\_\_\_ **Country:** \_\_\_\_\_**Please specify the number of official transcript(s) to be sent to the address listed above:** \_\_\_\_\_

- Please allow approximately 24 - 48 hours for the transcript order to process.
- If transcript(s) are being mailed to another educational institution, a specific office should be listed on the request.