

# Maryknoll Mission Archives - Transcript Request

I, \_\_\_\_\_ am requesting

\_\_\_\_\_ **Official** and/or \_\_\_\_\_ **Unofficial** transcripts from the Maryknoll Mission Archives. I understand that I must submit by check payable to the Maryknoll Mission Archives a \$10.00 fee per transcript. The Archives will mail my transcripts upon receipt of this letter and the appropriate fees.

## **Student Information:**

### **Institution:**

- ( ) Maryknoll School of Theology
- ( ) Maryknoll College, Glen Ellyn, IL
- ( ) Rogers College
- ( ) Other (*please name*): \_\_\_\_\_

**Years Attended:** \_\_\_\_\_

**Student's Name** (*during time you attended the school*): \_\_\_\_\_

**Student's Date of Birth:** \_\_\_\_\_

## **Mailing Information:**

Please mail official transcripts to:

1. \_\_\_\_\_
2. \_\_\_\_\_

Please mail unofficial transcripts to:

1. \_\_\_\_\_
2. \_\_\_\_\_

Sincerely,

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

Address \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Please mail this letter and your check made payable to the Maryknoll Mission Archives to:**  
**Maryknoll Mission Archives**  
**PO Box 305**  
**Maryknoll, NY 10545**