

# Request for Official Transcript



Enrolment Services  
805 TRU Way,  
Kamloops, BC V2C 0C8



## IMPORTANT INFORMATION

The fastest way to receive your transcript is through **myTRU**.  
Pay the transcript request fee by credit card using myTRU.  
Your transcript will be printed and mailed the next business day.

MC1255B • 02/17/18

Have you made your payment to the cashier?  YES  NO

Number of transcripts required \_\_\_\_\_

TRU ID/STUDENT NUMBER

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### PERSONAL DATA (PRINT CLEARLY)

LAST NAME (legal)
FIRST NAME (legal)
MIDDLE NAME(S) (legal)
PREVIOUS LAST NAME (if applicable)

### ORDERING OPTIONS

(Select only **ONE** of the options below):

- MAIL TO MY ADDRESS  
(Has your mailing address changed? You can update it through mytru.ca.)
- PICK UP AT ENROLMENT SERVICES  
(Available after 2 p.m., two business days after submitting this form.)
- MAIL TO THE FOLLOWING ADDRESS:

NAME / INSTITUTION / AGENCY		
DEPARTMENT (if applicable)		ROOM NUMBER
MAILING ADDRESS		
CITY / TOWN / VILLAGE		
PROVINCE / STATE	POSTAL CODE / ZIP CODE	COUNTRY

STUDENT'S SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_