

BEDFORD & FORSYTH EDUCATION CENTRES TRANSCRIPT REQUEST

- This form is for **former BFEC/FLEC students only**
- Transcript requests take up to 3 days to process
- Please advise if someone other than you is picking up the transcript
- Photo ID must be presented or a copy enclosed with this form
- Please note that requests for transcripts will not be processed without payment and therefore, transcripts will not be produced, printed, mailed or awaiting pickup without us receiving payment first.
- We do not fax transcripts.

Please include with this request your \$5.00 processing fee for the 1st transcript and \$2.00 for each transcript after that. Payment options are: Cheque (made payable to Bedford and Forsyth Education Centres), money order, bank draft or cash.
We do not accept debit or credit.

Date of Request (d/m/y):

Full Name:
Surname Given name Middle Name

Date of Birth (d/m/y):

Graduation Year or Years you attended BFEC/FLEC: Did you Graduate?

or

Please mail transcript to:

Name of Institution and Street Address

City

Province/State

Postal/Zip Code

Number of Transcripts Requested: @ \$5.00 for 1st copy and \$2.00 for each additional copy = \$

Signature of Applicant (required):