TRANSCRIPT REQUEST

Tabernacle Baptist Bible College & Seminary
717 Whitehurst Landing Road
Virginia Beach, Virginia 23464

To request a copy of your transcript, please complete the following form and submit it to the Registrar's Office. There is a $5 fee. The request cannot be processed without your signature. All requests for transcripts must be in writing.

An official transcript must be mailed directly from Tabernacle Baptist Bible College & Seminary to the designated institution. Please include the name and address of the organization to which you wish the official transcript to be sent. Unofficial transcripts may be sent directly to the student.

Your account with the Business Office must be current before a transcript may be released. If you have any questions about requesting a transcript, please e-mail the Registrar at college@tabernacle-vb.org. Questions about finances may be e-mailed to kjohnson@tabernacle-vb.org.

Please Complete All Information:

Name: _____ _____ _____
Last First Middle/Maiden

ID Number: _____

Your Current Address: _____

_____

_____

Home Phone: _____ Work Phone: _____

Name and Address of Recipient:

_____

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Transcript Authorization

_____ _____
Student's Signature (required) Date

Mail all requests for transcripts to the Registrar's Office, Tabernacle Baptist Bible College & Seminary; 717 Whitehurst Landing Rd; Virginia Beach, VA 23464 or fax 757-424-3014.