

Michigan Department of Labor and Economic
 Opportunity - Employment & Training
 P.O. Box 30726, Lansing, MI 48909
 517-335-4000
 www.michigan.gov/pss

FOR OFFICE USE ONLY	
Approved By:	
Date Approved:	
License Number	

TRANSCRIPT REQUEST CLOSED MICHIGAN PRIVATE POSTSECONDARY SCHOOL

AUTHORITY: 1943 PA 148
 PENALTY: FAILURE TO PROVIDE THIS INFORMATION MAY RESULT IN DENIAL OF YOUR REQUEST

STUDENT'S INFORMATION			
Student's Name		Last 4 digits of Social Security Number	
Address		City	State ZIP Code
Telephone Number	Year of Birth	E-mail Address	
Other name(s) student may have used:		Name and Address to Mail Transcripts to:	
School Attended	Dates Attended		
		School Location/Address	

VERIFICATION AND SIGNATURE

I understand the enclosed fee is non-refundable and is payable for the records search even if my transcript is not on file.
 I understand there is no guarantee that my transcript will be located.
 I authorize the State of Michigan to release my transcript to the above stated address(es).

_____ Signature _____ Date

FEE PAYMENT INFORMATION (Check Appropriate Box)	FOR OFFICE USE ONLY	FOR OFFICE USE ONLY - VALIDATION
Private Post secondary School Transcript from a: <input type="checkbox"/> In-State Accredited School Fee: \$26.00 <input type="checkbox"/> In-State Non-Accredited School Fee: \$26.00 <input type="checkbox"/> Out-State Accredited School Fee: \$26.00 <input type="checkbox"/> Out-State Non-Accredited School Fee: \$26.00	8601-51 = \$26.00 8604-51 = \$26.00 8602-51 = \$26.00 8605-51 = \$26.00	
Make your check or money order in U.S. Currency payable to: <p style="text-align: center;">STATE OF MICHIGAN</p>		
FEES ARE AUTHORIZED BY 1943 PA 148		