

Michigan Department of Labor and Economic  
Opportunity - Workforce Development  
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
Year of Birth		ZIP Code	
Telephone Number	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:  <b>STATE OF MICHIGAN</b>			
FEES ARE AUTHORIZED BY 1943 PA 148			