



# Jamestown Business College

## Request for Official Transcript

### Return request to:

Registrar  
Jamestown Business College  
7 Fairmount Avenue  
P.O. Box 429  
Jamestown, NY 14702-0429  
or  
Fax to: 716-664-3144

**For more information, call (716) 664-5100.**

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Initial: \_\_\_\_\_

Last Name while attending JBC: \_\_\_\_\_ Social Security #: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Last Date of Attendance: \_\_\_\_\_

Current Address: \_\_\_\_\_  
\_\_\_\_\_

Daytime phone number: (\_\_\_\_) \_\_\_\_\_ e-mail: \_\_\_\_\_

Please send an unofficial transcript to the address listed above.

Mail official transcript to: Recipient: \_\_\_\_\_

Institution: \_\_\_\_\_

Street: \_\_\_\_\_

City, State, ZIP: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_