



STUDENT REQUEST FOR EXCEPTION OR WAIVER TO THE OFFICIAL COLLEGE TRANSCRIPT POLICY

SECTION A: TO BE COMPLETED BY THE STUDENT

First Name	Last Name	Student ID:	College	Date:

Select reason for waiver request:

- My transcript is from a non-regionally accredited college/university.
- I did not complete any college credit at my college/university (withdrawal) as validated by an unofficial transcript.
- I did not earn any transferable grades at my college/university. Transferable grades are considered A, B or C's or equivalent as validated by an unofficial transcript.
- I cannot obtain my official transcript due to my college/university closing or natural disaster dislocation.
- I have proof the official college transcript was sent within the last 30 days to CCC, but will submit an unofficial transcript in the interim.
- I cannot obtain my official college transcript due to prior debt, but I have proof that I am on a payment plan or of a recent payment transaction to the college/university. I also agree to submit my official transcript to CCC once my debt at that institution is cleared.
- I have proof of my official international college/university transcript evaluation order (within the last 30 days).
- I have earned multiple degrees and do not need to submit non-relevant college/university transcripts such as a masters or doctorate degree. Only undergraduate college work is required via official college transcript(s).

I understand that my waiver request is not guaranteed. If I do not submit official transcripts I am not eligible for transfer credit. If I submit transcripts at a later time and have taken a course that is deemed equivalent, there will be no academic or financial considerations. I am responsible for all academic decisions and their financial implications.

Student Signature: _____

Date: _____

SECTION B: TO BE COMPLETED BY ADMISSIONS ADMINISTRATOR

Decision: Approved Denied

Name: _____ Signature: _____ Date: _____

Processed by: _____ Date: _____