

Unofficial Request for Davenport University Transcript

Please send request to:
 Davenport University, Registrar's Office, 6191 Kraft Ave SE, Grand Rapids, MI 49512
 Fax: 616-732-1150 or Email: central.registrar@davenport.edu

Directions: Fill out the form completely and correctly. Please allow 3-5 business days for processing.

Unofficial transcript can only be released to a student.

Date of Request:	ID#	Last four SS#:
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Student Name	Former Name (s)	Date of Birth	
Current Address	City	State	Zip Code
Home Telephone Number	Work Telephone Number		
Campus/School Attended	Last Year Attended	If graduated, please indicate year of graduation	

Your official written signature is required to complete this request.

** Student Signature:

Please list your fax number, email or mailing address. We will not release an unofficial transcript to a third party.

Unofficial Transcripts are free of charge and can only be sent to the student.

**To Request an OFFICIAL TRANSCRIPT you must complete the online ordering process at
www.davenport.edu/transcript**