

**Transcript and Certificate Request Form**

**Mail Check or money order and completed form to:**

**Kentuckiana Machining Association**

**P.O. Box 437076**

**Louisville, Kentucky 40253**

**Transcript Cost: 1st copy $25.00, additional copies $10 each.**

**Certificate Cost: $25.00 each**

**Request Type (check): Transcript\_\_\_\_\_ Certificate \_\_\_\_\_\_**

**Student Information**

Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address/PO Box\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Zip\_\_\_\_\_\_\_\_\_\_\_\_

Phone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Year Graduated/Last year Completed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Last 4 digits of Social Security#\_\_\_\_\_\_\_\_\_\_\_\_

**Please select method of delivery: Email\_\_\_\_\_\_ Hardcopy to address\_\_\_\_\_\_**

College/University/Institution/Employer Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact/Attention to: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address/PO Box\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ City\_\_\_\_\_\_\_\_\_\_\_\_\_ State\_\_\_\_ Zip\_\_\_\_\_\_\_\_\_\_\_\_\_

**I hereby allow the Kentuckiana Machining Association (KMA) including instructors, teachers, designated education sub-contractors, and National Tooling and Machining Association (NTMA) to release grades, attendance, current standing/status, transcripts, and/or certificates verbally, electronically, and/or hardcopy to specified colleges, universities, institutions, and/or employers and specified individual contacts or groups.**

**Student Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**\*\*\*Allow 1-2 weeks for requests to be processed**