

Request for Official CCM Transcript



- Complete and scan this completed form to Records & Registration at Registrar@ccm.edu
- Please allow up to 2-3 business days for processing – additional time may be needed during peak times such as registration and graduation
- Transcripts cannot be issued to students whose financial obligations to CCM have not been met.
- Transcripts submitted to CCM from other colleges/universities are not permitted to be released to a third party.
- There is a fee of \$5.00 per each printed official transcript.

Student Information *(Please Print Clearly):*

Last Name: _____ First Name: _____ Middle Int. _____

Name used when at CCM (if different than last name above): _____

Student ID or Last Four Digits of SSN: _____ Date of Birth: _____

Current Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Please scan my transcript to the following email address:

Please mail my transcript to the address below:

Student Signature _____ **Date** _____

(Signature must be a handwritten, touchscreen or verified e-signature to authorize release of information)

Recs and Reg Use:

PERC _____

Received _____

County College of Morris
Records & Registration
214 Center Grove Road
Randolph, NJ 07869

Bursar Use: