ENROLLMENT SERVICES
TRANSCRIPT EVALUATION REQUEST

greenriver.edu/enrollment • (253) 833-9111 Ext. 2500 • 12401 SE 320th St., Auburn, 98092
enrollmentservices@greenriver.edu • fax (253) 288-3454

INSTRUCTIONS

If you have not yet applied for admission to Green River College, an Admissions Application must be processed before an evaluation can be done.

Only "Official Transcripts" (sealed in original envelopes) from other institutions will be accepted to process a transcript evaluation request. Green River College does NOT evaluate faxed or previously opened transcripts.

An email will be sent to your Green River student email address once your evaluation has been completed. Please allow approximately four-six weeks processing time. Foreign and military transcripts may require additional evaluation time.

Please make note of the following:

- The student is responsible for ordering other institution's transcripts.
- All military DD-214's MUST be certified copies.
- All foreign transcripts MUST be in English. If they have been translated, it must be by a licensed translation service.

All incoming transcripts become property of Green River College and will not be re-released.

STUDENT INFORMATION

Name: _____
    Last   First   M.I.

SID: _____ Daytime phone: _____

Previous names (if applicable): _____

Planned program of study (list on page 2): _____
                            Program   Code

List ALL institutions to be evaluated:

1: _____

2: _____

3: _____

4: _____

5: _____

6: _____

7: _____

STUDENT SIGNATURE

Signature: _____ Date: _____

ENROLLMENT SERVICES
PROGRAMS OF STUDY

- Associate in Arts – DTA* • 9998
- Associate in Business DTA* • 999F
- Associate in Fine Arts in Art •
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