

Texas Prefreshman Engineering Program

Academic Record Request Form

Complete all fields, sign, and mail with a \$5.00 check or money order (no cash will be accepted) for each copy requested. If multiple addresses are requested, please fill out a form for each address.

Records will include all successfully completed TexPREP participation on record. Transcripts are issued as pass/fail and will only include course code(s). If your school is requesting grades, please indicated below in special instructions.

Mail to:

UTSA, Attn: Prefreshman Engineering Program, Academic Records
501 W César E. Chávez Blvd., San Antonio, TX 78207-4415

CURRENT STUDENT INFORMATION:

Copies: _____

Student Full Name: _____

First

Middle

Last

Date of Birth: _____ PREP ID# (if applicable): _____

Permanent Address: _____

Number and Street

City

State

Zip Code

Phone: _____ Email: _____

Indicate the TexPREP year, calendar year, and location of ALL TexPREP attendance.

TexPREP Year(s): _____ Cal. Year(s): _____ Location: _____

TexPREP Year(s): _____ Cal. Year(s): _____ Location: _____

TexPREP Year(s): _____ Cal. Year(s): _____ Location: _____

TexPREP Year(s): _____ Cal. Year(s): _____ Location: _____

MAILING INFORMATION (if different from above):

Name: _____

Address: _____

Number and Street

City

State

Zip Code

If student is requesting, I certify that I am the person whose name appears on the name lines of this form and do hereby authorize release of my academic records to the address listed above.

Signature: _____ Date: _____

If legal guardian of a minor is requesting, I certify that I am the legal guardian of the person whose name appears on the name lines of this form and do hereby authorize release of his/her academic records to the address listed above.

Signature: _____ Date: _____

NOTE: Parents and spouses may not request academic records for students age 18 or older.

Picture identification is required if picking up requests.

Special Instructions (please indicate if school is requesting numeric grades):

FOR OFFICE USE ONLY (do not complete):