



## ASE TRANSCRIPT REQUEST

Directions: Please fill out the information below and mail request form with a check or money order of \$7.50 to receive credit at Grand Rapids Community College.

Please forward a copy of an official transcript for the person listed below to:

Carol Natte, Registrar's Office  
Grand Rapids Community College  
143 Bostwick NE  
Grand Rapids, Michigan 49503

NAME \_\_\_\_\_

ASE IDENTIFICATION NUMBER: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

Please mail this request for with proper payment enclosed to the following address.

**ASE Transcript Service  
National Institute for  
AUTOMOTIVE SERVICE EXCELLENCE  
101 Blue Seal Drive., Suite 101  
Leesburg, VA 20175**

Note: The student must apply and be accepted as a GRCC student within two years of receiving the official transcript to receive credit.