

Transcript Request Form - Nursing & Allied Health Division

Only use the N&AH Transcript Request Form to request transcripts from your previous high school and/or college(s).

Important Notes to Student:

The Nursing & Allied Health transcript request form should be mailed or hand carried to your high school and all previously attended colleges. The transcript will be mailed to your current address or can be given directly to you. The student will keep the official transcript and submit **only a copy** with your program application(s).

High School Transcripts:

A copy of your high school transcript **is required** for: EMS Programs and PTA applicants who do not have college level courses completed. **If you are using high school credit for "Chemistry":** a copy of high school transcript **is required** for RN, and DH.

Previous College Transcripts:

If your transfer credits are showing on the Chattanooga State transcript, no transcripts are needed. The Nursing & Allied Health Division also accepts self-printed transcripts from your previous college.

ChSCC Admissions Office Transcripts:

All previously attended transcripts sent to Chattanooga State Admissions Office cannot be copied and forwarded to the Nursing & Allied Health Division.

Registrars: High School and College

The N&AH Division would like to request that the Transcript of Academic Record be sent to the student's current address below or handed to the student. Note to Registrar: If there is any charge for this service, please bill the student at the address below. If you have questions contact the Nursing & Allied Health Division Office at 423-697-4450.

Student:

Fill out clearly & completely before mailing or hand carrying form to your school. No transcripts needed if attending Chattanooga State.

I last attended your school in _____. For identification purposes, the name under which I attended your school was _____. My birth date is _____ and my Social Security Number is _____.

Students current address for Registrar to send transcripts:

Student's Name: _____

Current Address: _____

City/State/Zip: _____

Student Phone Number(s): _____

Student Email Address(s) _____

Respectfully,

Student's Printed Name

Student's Signature

Date

Chattanooga State Community College does not discriminate against students, employees, or applicants for admission or employment on the basis of race, color, religion, creed, national origin, sex, sexual orientation, gender identity/expression, disability, age, status as a protected veteran, genetic information, or any other legally protected class with respect to all employment, programs and activities sponsored by Chattanooga State. The following person has been designated to handle inquiries regarding the non-discrimination policies: Director, Human Resources, 4501 Amnicola Highway, Chattanooga, TN 37406, 423-697-2417.