

# Maranacook Community High School



## Dual Enrollment Program

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# Dual Enrollment at Maranacook Community High School

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# Dual Enrollment Overview

*Dual Enrollment is becoming very big at Maranacook. We know this also involves support from our teachers and have spoken with Thomas College about new ways to help support you. Not only is there a financial savings for our students, but studies show that students are more likely to attend and graduate from college, when they enter with dual enrollment credit. We have made dual enrollment accessible to everyone.*

## **Associate's Path/ Pathways Program**

Our Pathways program is NEASC accredited! We will be having NEASC officials to come to Maranacook to talk about the program with students, community members and teachers this spring. Students who complete the required coursework can graduate from Maranacook with an Associate's degree. For the 2016-17 school year, we are anticipating 2-3 students graduating with their Associates at the time of their high school graduation. In 2017-18, we expect close to 10 students graduating with their Associate's Degree. It will be a Liberal Arts Associate's Degree from Thomas College.

## **Certificate in French**

John Hirsch started a relationship with the University of Maine in Augusta in June 2015, to create a Certificate in French program. This program will provide our students with 20 French credits from UMA (equivalent to a minor) and these students will be issued a Certificate in French by the time they graduate from Maranacook.

## **Thomas College Summer Intensive**

As many of you know, we had 35 of our students take a weeklong college intensive course this past June. There were two classes offered this year, SY 125: Experiencing Diversity, and HU 247: Diversity in the Arab World. Students will receive 3 college credits for the class. Every one of the students successfully completed the class and were model students that represented Maranacook with pride. The students worked extremely hard and all students earned a B or above. The feedback from the parents and students, when interviewed regarding these courses, was overwhelmingly positive.



# Maranacook Dual Enrollment

## See How It Can Work For YOU!



### Courses through General Education Curriculum

AGR 101	Princ. of Sustainable Agr.	FN 231	Personal Finance
HU 237	History v. Hollywood	SE 302	Anatomic Kinesiology
AC 111	Accounting 1	CS 140	Web Design
PH 324	Ethics		

### Courses through CATC Curriculum

CO 245	Public Speaking	ED 110	Professions in Early Childhood
MS 206	Math for Business & Economics	ECE 101	Healthy Learning Environments for Children
BUS 116	Business Law	MET 111	Medical Terminology
GRC 176	Photoshop I		

### Courses through College Prep Curriculum

MS 301	Statistics CP	MS 197	Algebra 3/ Trig CP
FRE 202	French Immersion Weekend	CO 245	Public Speaking

### Courses through Honors Curriculum

FRE 101	French 1 Honors	CHE 112	Chemistry Honors
FRE 102	French 2 Honors	FRE 203	French 3 Honors
FRE 204	French 4 Honors	MS 197	Precalculus Honors
FRE 394	French Independent Study	MS 231	Intro to Calc Honors
SC 330	Honors Physics		

### Courses through AP Curriculum

PY 111	Psychology AP	MS 231 & MS 232	AP Calculus AB
***	Comp. Gov't & Politics AP	HG 221 & HG 222	US History AP
EH 221	Literature and Composition AP		

## CATC Dual Enrollment Courses

<b>Course Number</b>	<b>Course Name</b>	<b><i>Location and Program</i></b>	<b>College of Record</b>	<b><i>Credits</i></b>
CO 245	Public Speaking	<i>CATC: Business Academy</i>	Thomas College	3
MS 206	Math for Business & Economics	<i>CATC: Business Academy</i>	Thomas College	3
BUS 116	Business Law	<i>CATC: Business Academy</i>	Kennebec Valley Community College	3
GRC 176	Photoshop I	<i>CATC: Graphic Design</i>	Central Maine Community College	3
ED 110	Professions in Early Childhood	<i>CATC: Early Childhood Education</i>	Thomas College	3
ECE 101	Healthy Learning Environments for Children	<i>CATC: Early Childhood Education</i>	Northern Maine Community College	3
MET 111	Medical Terminology	<i>CATC: Med/ Vet Tech.</i>	Central Maine Community College	3

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### Thomas College and Maranacook Dual Enrollment Offerings

TC Course #	MCHS Course Title	Teacher of Record for TC	Credits
SC 330	Honors Physics	DeAngelis	3
HU 237	History V. Hollywood	Gower	3
PY 111	Psychology AP	Gower	3
MS 197 & MS 205	Precalculus Honors	*Ireland: <i>Boyman</i>	3
MS 231	Intro to Calc Honors	*Ireland: <i>Boyman</i>	3
MS 301	Statistics CP	Ireland	3
MS 197	College Algebra	*Ireland: <i>Trefethen</i>	3
AC 111	Accounting 1	Morris	3
PH 324	Ethics	Gower	3
FN 231	Personal Finance	Morris	3
CS 140	Web Design	*Morris: <i>Twiss</i>	3
MS 231 & MS 232	AP Calculus AB	Graziano	6
HG 221 & HG 222	US History AP	Gower	6
EH 221	Literature and Composition AP	Leavitt	3
EH 111	Language and Composition AP	Guillemette	3
PH 216	Comparative Gov't and Pol. AP	Streeter	3

CO 245	Public Speaking	Leavitt	3
SY 125 (TCI)	Experiencing Diversity	Biffle, (on-site)	3
HU 247 (TCI)	Exploring the Middle East: Diversity in the Arab World	Professor Judy Hansen-Childers	3
	Geology	Marvinney	3

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### KVCC Courses and Maranacook Course Offerings

<b>College Course #</b>	<b>High school course name</b>	<b>Teacher of Record</b>	<b>College credit</b>
CHE 112	Chemistry Honors	ODonoghue	4
EDU 101	Education Children with Disabilities	Johnson	3
EDU 210	Introduction to ASD	Johnson	3
PSY 220	Behavioral Management	Johnson	3
*PLA	Practicum 1	Johnson	**
<i>MHT 104</i>	<i>Community Mental Health</i>	<i>Levesque *</i>	3
<i>MHT 110</i>	<i>Interviewing and Counseling</i>	<i>Levesque*</i>	3
AGR 101	Principles of Sustainable Agriculture	Dennett	3

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## University of Maine at Augusta and Maranacook Course Offerings

<b>Course Number</b>	<b>MCHS Course Title</b>	<b>Teacher of Record</b>	<b>Credits</b>
FRE 101	French 1 Honors	Hirsch	4
FRE 102	French 2 Honors	Hirsch	4
FRE 202	French Immersion Weekend	Hirsch/ UMA	1
FRE 203	French 3 Honors	Hirsch	4
FRE 204	French 4 Honors	Hirsch	4
FRE 394	French Independent Study	Hirsch/ UMA	3

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# Maranacook Dual Enrollment

2017-18

<i>College Course #</i>	<i>High school course name</i>	<i>Teacher</i>	<i>College</i>	<i>College credit</i>
CHE 112	Chemistry Honors	ODonoghue	Kennebec Valley Community College	4
EDU 101	*Educating Children with Disabilities	Johnson	Kennebec Valley Community College	3
EDU 240*	*Practicum 1 (via PLA)	Johnson	Kennebec Valley Community College	3
AGR 101	Principles of Sustainable Agriculture	Malsbury	Kennebec Valley Community College	3
FRE 101	French 1 Honors	Hirsch	University of Maine at Augusta	4
FRE 102	French 2 Honors	Hirsch	University of Maine at Augusta	4
FRE 202	French Immersion Weekend	Hirsch/ UMA	University of Maine at Augusta	1
FRE 203	French 3 Honors	Hirsch	University of Maine at Augusta	4
FRE 204	French 4 Honors	Hirsch	University of Maine at Augusta	4
FRE 394	French Independent Study	Hirsch/ UMA	University of Maine at Augusta	3
SC 330	Honors Physics	DeAngelis	Thomas College	3
HU 237	History V. Hollywood	Gower	Thomas College	3
PY 111	Psychology AP	Gower	Thomas College	3
MS 197 & MS 205	Precalculus Honors	*Ireland/ Boyman	Thomas College	6
MS 231	Intro to Calc Honors	*Ireland/ Boyman	Thomas College	3
MS 301	Statistics CP	Ireland	Thomas College	3
MS 197	College Algebra	*Ireland/ Trefethen	Thomas College	3

AC 111	Accounting 1	Morris	Thomas College	3
PH 324	Ethics	Gower	Thomas College	3
FN 231	Personal Finance	Morris	Thomas College	3
CS 140	Web Design	*Morris/ Twiss	Thomas College	3
MS 231 & MS 232	AP Calculus AB (fall)	Graziano	Thomas College	6
HG 321 & HG 322	US History AP	*Gower	Thomas College	6
EH 221	Literature and Composition AP	Leavitt	Thomas College	3
EH 111	Language and Composition AP	Guillemette	Thomas College	3
PH 216	Comparative Gov't and Pol.	Streeter	Thomas College	3
TBA	Geology	Marvinney	Thomas College	3
SY 125 (TCI)	Experiencing Diversity	Biffle, (on-site)	Thomas College	3
HU 247 (TCI)	Diversity in the Arab World	(on-site)	Thomas College	3
SC 210 (TC)	Science and Technology in Society	online	Thomas College	3
CO 245	Public Speaking	Leavitt	Thomas College	3

CO 245	Public Speaking	<i>CATC: Business Academy</i>	Thomas College	3
MS 206	Math for Business & Economics	<i>CATC: Business Academy</i>	Thomas College	3
BUS 116	Business Law	<i>CATC: Business Academy</i>	Kennebec Valley Community College	3
GRC 176	Photoshop I	<i>CATC: Graphic Design</i>	Central Maine Community College	3
ED 110	Professions in Early Childhood	<i>CATC: Early Childhood Education</i>	Thomas College	3
ECE 101	Healthy Learning Environments for Children	<i>CATC: Early Childhood Education</i>	Northern Maine Community College	3
MET 111	Medical Terminology	<i>CATC: Med/ Vet Tech.</i>	Central Maine Community College	3

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## Specialty Path

### Pathways: Maranacook and Thomas College

#### Maranacook Curriculum Alignment: Sample Thomas Associate's Degree Path

TC Requirement	TC Specific Equivalency	MCHS Course	Alignment Option
FN 125, FN225 or EC212	FN 125: Personal Finance	Post-Secondary and Personal Financial Planning	DE
CO245: Public Speaking	CO245: Public Speaking	Public Speaking	DE
EH111: Composition I	EH199: Honors Composition	AP Lang & Comp (full year)	DE
EH112: Composition II	Liberal Arts Elective	HU247: Exploring the Middle East	TCI
MS120: Foundations of Quantitative Analysis	MS120: Foundations of Quantitative Analysis	N/A	TC Online; (note: replaced with LA elective with math SAT of 500 or 3 math courses with grade of B or higher in Algebra)
TC Electives Requirement	TC Specific Equivalency	MCHS Course	Alignment Option
CS - Computer Elective	CS140: Web Design	Web Design	DE
EH - Literature Elective	EH221: Intro to Literature	AP Lit & Comp (full year)	DE
HG/PS - History or Political Science Elec.	HG221: United States History to the Civil War	AP US History 1	DE
HU/PH - Humanities or Philosophy Elec.	PH224: Foundations of Ethical Thought	Ethics	DE
HU/PH - Humanities or Philosophy Elec.	PH399: Global Justice	N/A	TC Online
LIB - Liberal Arts Elective	PS250: Politics and Film	History vs. Hollywood	DE
LIB - Liberal Arts Elective	MS197: College Algebra	College Algebra (full year)	DE
LIB - Liberal Arts Elective	HG222: United States History Since the Civil War	AP US History 2	DE
MS - Math Elective	MS231: Calculus 1	Introduction to Calculus	DE
Open Elective	Open Undergraduate Elective		TC Online
Open Elective	AC111: Accounting I	Accounting	DE
Open Elective	EC212 Macroeconomics	N/A	TC Online
PY/SY - Psychology or Sociology Elec	SY 125: Experiencing Diversity	N/A	TC Summer Intensive 1 <sup>st</sup> Year cohort specific
PY/SY - Psychology or Sociology Elec	PY111: General Psychology	AP Psychology	DE
SC - Science Elective	SC330: Physics	Honors Physics	DE

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### Thomas-Maranacook Sample Course Sequence

	Summer (before Junior Year)	Fall (Junior Year)	Spring (Junior Year)
1.	TC TCI SY125	DE HG221 AP US History 1	DE HG222 AP US History 2
2.		DE CS140 Web Design	DE PH224 Ethics
3.		TC Open Elective (TC Online)	
4.		DE EH199 AP Lang & Comp	(full year)
5.		DE SC330 Honors Physics	(full year)
6.		DE MS197 College Algebra	(full year)
7.		DE PY111 AP Psychology	(full year)

	Summer (before Senior Year)	Fall (Senior Year)	Spring (Senior Year)
1.	TC TCI HU247 (Lib Elec)	DE PS250 History vs. Hollywood	TC MS120 or Liberal Arts Elective (Online)
2.		TC PH399: Global Justice (TC Online)	TC EC212 Macroeconomics (Online)
3.		DE CO245: Public Speaking	
4.		DE EH221 AP Lit & Comp	(full year)
5.		DE FN125 Post-Secondary Planning and Personal Finance	(full year)
6.		DE AC111 Accounting	(full year)
7.		DE MS231 Introduction to Calculus	(full year)

12/2016

## Specialty Path

### University of Maine at Augusta & MCHS French Certificate Program

French Language and Culture Certificate, 20 cr.

#### Core Classes (16 credit hours)

Course Number	Maranacook Course Name	Cost	Credits
FRE 101	French 1 Honors	\$160	4
FRE 102	French 2 Honors	\$160	4
FRE 203	French 3 Honors	\$160	4
FRE 204	French 4 Honors	\$160	4

#### Home-stay or UMA Course Requirements (3 credit hours)

Course Number	UMA Course Name	Method	Credits
340	Acophone Lit.	online	3
HUM 350W	Franco-Americans: Cultural Identity in Context	online	3
FRE 394	**MCHS travel abroad**	Foreign Exchange	3

\*\* FRE 394: with a journal being done while in France with a follow up presentation\*\*

#### Experiential Elective (1 credit hour)

Course Number	UMA Course Name	Method	Cost	Credits
201	Intermediate French Immersion Travel Course: QC Weekend	immersion weekend	\$80-\$325 (varies)	1
FRE 202	Intermediate French Immersion Travel Course: Camping Immersion	immersion weekend	\$115	1

FIRST STUDENTS TO GRADUATE WITH THIS WOULD BE IN JUNE 2019

# Summer Intensive Courses

## Course #1:

SY 125: Experiencing Diversity

Professor: Dr. Richard Biffle

## Course #2:

HU 247: Diversity in the Arab World

Professor Judy Hanson- Childers

## When:

Last week in June, 8am -5:45pm.

Class goes from 9am-5pm. Students are expected on campus by 8:45am.

**Students must be able to attend all day, every day.**

## Where:

Thomas College Campus, Waterville Maine

## Maranacook Supervisors:

TBA

## Food:

Snacks and lunch will be provided. There are no costs to students.

## Transportation:

Maranacook will have a bus leaving MCHS at 8am and returning at 5:45pm. A MCHS supervisor will also be taking the bus for the first morning. Students not taking the bus will need to notify supervisors of transportation plans prior to class starting.

## Technology Needs:

Thomas uses a (free) app called WebPrint to print to the network printers. This is something that will need to be installed before students arrive on campus. Students will also need to follow the information to set up their Thomas account on their iPad. The students will be able to connect their high school iPads to the network when they arrive on campus.

## Required Texts:

The high school will provide students will copies of the following books for the class. These will be returned to Kristen Levesque on the last day of class

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**Specialty Track**  
**KVCC Introduction to Autism Spectrum Disorders**

***Required Courses to Take in High School***

**Junior Year**

EDU 101: Education Children with Disabilities

fall

PY 111: AP Psychology

yearlong

\*EDU 240: Practicum 1

Junior and Senior year

Total: 6 credits\*

**Senior Year**

EDU 210: Introduction to ASD

fall

PSY 220: Behavioral Management

spring

\*EDU 240: Practicum 1

Junior and Senior year

Total: 9 credits\*

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**KVCC Autism Spectrum Disorder Track**  
**Application Form**  
**Return to Kristen Levesque**

STUDENT'S NAME: \_\_\_\_\_

Student Email: \_\_\_\_\_ grade: \_\_\_\_\_ GPA: \_\_\_\_\_

Mother's Name: \_\_\_\_\_ Occupation: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Home phone: \_\_\_\_\_ Wk. ph.: \_\_\_\_\_ Cell ph.: \_\_\_\_\_

Email: \_\_\_\_\_

Father's Name: Name: \_\_\_\_\_ Occupation: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Home phone: \_\_\_\_\_ Wk. ph.: \_\_\_\_\_ Cell ph.: \_\_\_\_\_

Email: \_\_\_\_\_

Emergency Contacts/Numbers (other than parent):

1) \_\_\_\_\_ 2) \_\_\_\_\_

Are there any physical conditions that we need to know about? :

Diabetes: \_\_\_\_\_ Asthma: \_\_\_\_\_ ADD: \_\_\_\_\_ Heart condition: \_\_\_\_\_

Allergies: \_\_\_\_\_

Other: \_\_\_\_\_

**PARENT AGREEMENT**

I DO/ DO NOT give permission for photographs and video footage of my child to be used by Kennebec Valley Community College or Maranacook Community High School. I hereby give permission to the faculty and staff of KVCC/ Maranacook Community High School to authorize the necessary medical treatment in the event of a medical emergency. If I am available, I understand that I will always be contacted before doing so. I understand behavior throughout the course is expected to be mature and respectful. All high school rules need to be followed. I understand high school disciplinary actions, including removal from the course will result from those who do not follow the rules.

Signature of Parent: \_\_\_\_\_

**STUDENT AGREEMENT**

I understand it is my responsibility to follow through on all aspects of the program, including the courses and the practicum. I will be a good student and will meet the requirements of the course.

Signature of Student: \_\_\_\_\_

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## Thomas College Liberal Arts Associate's Degree Application

The Pathways Associates Track can be found at:

<http://www.thomas.edu/academics/pathways/>

The goals of the program are to:

- Encourage college aspirations among Maine high school students
- Provide a pathway toward college credit and college completion
- Provide opportunities to significantly cut the costs of obtaining a college degree
- Encourage collaboration between high school and college-level educators
- Provide a pathway for students to transfer to Thomas or another higher education institution to complete their bachelor's (and potentially their master's) degrees.

The program consists of a combination of:

- Thomas College courses delivered on campus in a one-week intensive format in the summer
- Online courses delivered by Thomas College faculty to Maranacook students
- Dual Enrollment courses delivered at Maranacook by instructors who meet Thomas

Through the careful alignment of student learning objectives from the College's Associate in Arts program, this design will allow highly motivated students over the span of two years to complete up to the 60 credits required for an Associate's degree while simultaneously meeting Maine state requirement for their high school diploma.

Any student that is interested in doing this program will need to apply to Thomas College via an online application at:

# University of Maine at Augusta: French Certificate Program Application Form

STUDENT'S NAME: \_\_\_\_\_

Student Email: \_\_\_\_\_ grade: \_\_\_\_\_ GPA: \_\_\_\_\_

Mother's Name: \_\_\_\_\_ Occupation: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Home phone: \_\_\_\_\_ Wk. ph.: \_\_\_\_\_ Cell ph.: \_\_\_\_\_

Email: \_\_\_\_\_

Father's Name: Name: \_\_\_\_\_ Occupation: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Home phone: \_\_\_\_\_ Wk. ph.: \_\_\_\_\_ Cell ph.: \_\_\_\_\_

Email: \_\_\_\_\_

Emergency Contacts/Numbers (other than parent):

1) \_\_\_\_\_ 2) \_\_\_\_\_

Are there any physical conditions that we need to know about? :

Diabetes: \_\_\_\_\_ Asthma: \_\_\_\_\_ ADD: \_\_\_\_\_ Heart condition: \_\_\_\_\_

Allergies: \_\_\_\_\_

Other: \_\_\_\_\_

## PARENT AGREEMENT

I DO/ DO NOT give permission for photographs and video footage of my child to be used by University of Maine at Augusta or Maranacook Community High School. I hereby give permission to the faculty and staff of UMA/ MCHSI to authorize the necessary medical treatment in the event of a medical emergency. If I am available, I understand that I will always be contacted before doing so. I understand behavior throughout the course is expected to be mature and respectful. All high school rules need to be followed. I understand high school disciplinary actions, including removal from the course will result from those who do not follow the rules.

Signature of Parent: \_\_\_\_\_

## STUDENT AGREEMENT

I understand it is my responsibility to follow through on all aspects of the program and courses aligned to it. I will be a good student and will meet the requirements of the course.

Signature of Student: \_\_\_\_\_

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## Thomas College and MCHS: Summer Intensive Course APPLICATION FORM

Course Title: \_\_\_\_\_

STUDENT'S NAME: \_\_\_\_\_

Student Email: \_\_\_\_\_ 2015/16 grade: \_\_\_\_\_

Will the student be taking the bus to/ from Thomas College? \_\_\_\_\_

Mother's Name: \_\_\_\_\_ Occupation: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Home phone: \_\_\_\_\_ Wk. ph.: \_\_\_\_\_ Cell ph.: \_\_\_\_\_

Email: \_\_\_\_\_

Father's Name: Name: \_\_\_\_\_ Occupation: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Home phone: \_\_\_\_\_ Wk. ph.: \_\_\_\_\_ Cell ph.: \_\_\_\_\_

Email: \_\_\_\_\_

Emergency Contacts/Numbers (other than parent):

1) \_\_\_\_\_ 2) \_\_\_\_\_

Are there any physical conditions that we need to know about? :

Diabetes: \_\_\_\_\_ Asthma: \_\_\_\_\_ ADD: \_\_\_\_\_ Heart condition: \_\_\_\_\_

Allergies: \_\_\_\_\_ Other: \_\_\_\_\_

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### PARENT AGREEMENT

I **DO/ DO NOT** give permission for photographs and video footage of my child to be used by Thomas College or Maranacook Community High School. I hereby give permission to the faculty and staff of Thomas College/ Maranacook Community High School to authorize the necessary medical treatment in the event of a medical emergency. If I am available, I understand that I will always be contacted before doing so. I understand behavior throughout the course is expected to be mature and respectful. All high school rules need to be followed. I understand high school disciplinary actions, including removal from the course will result from those who do not follow the rules.

Signature of Parent: \_\_\_\_\_

### STUDENT AGREEMENT

I understand it is my responsibility to follow through on all aspects of the summer course. I will be a good student and will meet the requirements of the course.

Signature of Student: \_\_\_\_\_

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## THOMAS COLLEGE TRANSCRIPT REQUEST (after courses are complete)

### Transcripts

All transcript requests are handled through the office of the Registrar. Students have two options for requesting official transcripts. The most convenient and recommended method is to use Transcripts on Demand by SCRIP-SAFE, the trusted online provider chosen by Thomas College to provide electronic transcript delivery. Paper transcripts can be requested in person at the Registrar's office for a fee. Current students should request their transcript through their myThomas account.

The Federal Educational Rights & Privacy Act (FERPA) requires a signature to release a transcript to be on file.

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# KVCC TRANSCRIPT REQUEST

(after course is complete)



## Request for Academic Transcript

Official transcripts are released / mailed in sealed envelopes. Transcripts released to students are marked "STUDENT'S COPY".

<b>Student Information</b>			
Name:	_____ (First, Middle, Last)		
Address:	_____ (Street or Post Office Box)		
	_____ (City, State, Zip Code)		
Phone Number:	_____	SSN# / Student ID#:	_____
Email Address:	_____		
Previous Name(s):	_____	Date of Birth:	_____
Currently Attending?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Name of Program:	_____
Did you Graduate?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Year(s) Attended:	_____
Student Signature:	_____	Date:	_____
<b>Transcript Processing Information</b>			
<input type="checkbox"/> Official Copy	<input type="checkbox"/> Student Copy	Number of Copies: _____	
(\$10) <input type="checkbox"/> Within 1-3 Business Days		(\$3) <input type="checkbox"/> Within 7-10 Business Days	
(\$10) <input type="checkbox"/> Fax Number: _____ <small>(Official copies cannot be faxed)</small>		(\$3) <input type="checkbox"/> After Degree Awarded / Grades Posted for:	
		<input type="checkbox"/> Fall <input type="checkbox"/> Spring <input type="checkbox"/> Summer	
CC Info: <input type="checkbox"/> MC <input type="checkbox"/> Visa <input type="checkbox"/> Discover	_____ - _____ - _____	Exp. Date	____/____/____
<small>We accept cash, checks and money orders. To pay by phone, please contact our Business Office at 453-5140.</small>			
<b>Transcript Mailing Information</b>			
Student is responsible for providing a <u>complete</u> mailing address (Name/Organization, Person/Department etc.)			
_____			
_____			
_____			
_____			
<b>For Official Use Only</b>			
Paid: \$ _____	Date Received: _____	Date Processed: _____	Date Mailed: _____

Kennebec Valley Community College is an equal opportunity/affirmative action institution and employer.  
For more information, please contact the Vice President/Academic Dean at 453-5117.

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# UNIVERSITY OF MAINE AT AUGUSTA TRANSCRIPT REQUEST FORM

(after course is complete)

**TRANSCRIPT REQUEST FORM**  
REGISTRAR'S OFFICE  
UNIVERSITY OF MAINE AT AUGUSTA  
46 University Drive, Augusta, ME 04330  
Fax: (207) 621-3116

Please enter your name and address in the box below.


The University of Maine at Augusta does not charge a transcript fee. The cost is covered by the Unified Fee charged when a student registers.

**The University will not issue an official transcript if a student owes a past due balance on a student tuition account or has defaulted on repayment of a student loan. Questions about holds should be addressed to the Student Accounts Office.**

I hereby authorize the release of my transcripts to the individual or organization indicated in the area below.

**X** \_\_\_\_\_

**Signature Required** for release of transcript

Enter here the number of transcripts \_\_\_\_\_ to be sent.

Please provide complete name and address of recipient. An incomplete address may result in a delayed arrival.


Date: \_\_\_\_\_

Student ID: \_\_\_\_\_

Dates of Attendance:  
From: ..... To .....

**List All Previous Names**  
(maiden or change of name)

\_\_\_\_\_

\_\_\_\_\_

Degree(s) Earned:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Check as Appropriate:

CURRENTLY ENROLLED

Hold for Current Semester

Spring

Summer

Fall

Hold until Degree Conferred

Hold for grade change

SEND IMMEDIATELY

**Do not write below this line**

\_\_\_\_ Total Official Transcripts  
\_\_ To Addressee    \_\_ To Student

Date Request Processed and Mailed  
By: \_\_\_\_\_

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