

Hawai`i Community College
Admissions & Records Office

Authorization to Access UH System Credits

Last Name	First Name	Middle
UH ID #	Phone	

I hereby authorize Hawai`i Community College to access my transcript history for the purpose of processing a Transfer Credit Evaluation (TCE). I understand that I must have applied to Hawaii Community College or be active with a UH System campus with Hawaii Community College declared as my Secondary Institution.

This request form authorizes the Admissions and Records Office to access my transcript information from any and all UH system schools. Please note that not all records are accessible this way. If you attended a UH Campus prior to 1990, you may need to request an official transcript from that institution. I attended the following UH System campuses:

- University of Hawai`i at Hilo
- University of Hawai`i at Manoa
- University of Hawai`i at West Oahu
- University of Hawai`i at Maui
- Honolulu Community College
- Kapiolani Community College
- Leeward Community College
- Windward Community College
- Kauai Community College

Signature	Date
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FOR OFFICE USE ONLY:

RECEIVED AND CHECKED BY: _____	SHATRNS: _____	DATE: _____
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