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Request for Official Transcript

Transcript requests require 2 – 4 weeks to process.
Complete this form and mail or fax it to The Royal Conservatory Examinations.

- Transcript to be used for high school accreditation
- Transcript to be used for entrance requirements at a post-secondary institution:
 - Music
 - Non-music
- Other: _____

Candidate Information

RCME Number: _____ Date of Birth (dd/mm/yy): ___ / ___ / ___

Last Name: _____ First Name: _____

Maiden Name (if applicable): _____ Daytime Telephone: (_____) _____

Address: _____

City: _____ Province: _____ Postal Code: _____

Have you taken an examination in the previous session?

Previous Address: _____

Transcript(s) to be mailed to the Following Institutions/Individuals:

(1) _____

(2) _____

Payment

Fee for One Transcript: \$ _____

If last examination was taken in or after 1980: \$30

If last examination was taken before 1980: \$45

Number of Additional Copies: _____ x \$6 = \$ _____

Total Payment: \$ _____

Cheque Credit Card Number (MasterCard or VISA): _____

Expiry Date (mm/yy): _____ Cardholder Signature: _____