

FINAL Liberty Christian Academy Transcript Request Form

The form below is to be used by LCA graduating seniors to request their final transcript be sent to a college or university. If you have a "final transcript request" form from your college, please attach that form to this request.

Transcripts will be sent out after all grades have been posted and the student has officially graduated from Liberty Christian Academy.

If you took College Credit Plus (CCP) courses for college credit, transcripts will need to be requested and sent directly from the college you received the credit from to the college you will be attending. **For example**, if you took a CCP course from Ohio Christian University (OCU), you will request your transcript from OCU to be sent to the college you plan to attend.

Be sure to keep your syllabi for the CCP courses in the event you require additional information concerning the courses.

Request official transcript from Ohio Christian University –
<https://www.ohiochristian.edu/registrar/request-your-ocu-transcript>

Request official transcript from Central Ohio Technical College –
http://www.cotc.edu/Admissions/Documents/Transcript%20Request%20Form_View%201.pdf

Please send my final transcript to the following college/university (include admissions address to assist with processing your request quickly).

Senior Name (please print) _____

Senior Signature _____

Date _____