

McFatter Technical College

www.mcfattertechnicalcollege.edu



**McFatter Technical College
and Technical High School**
6500 Nova Drive • Davie, FL 33317
754-321-5700 • FAX: 754-321-5980

TRANSCRIPT REQUEST/CONSENT FOR RECORDS RELEASE

PLEASE READ BEFORE COMPLETING.

FOR TRANSCRIPT REQUESTS PRIOR TO 2010, CONTACT RECORDS
RETENTION AT: browardschools.com/transcripts OR CALL
754-321-3150.

**INCORRECT OR INCOMPLETE INFORMATION
MAY RESULT IN A DELAY OF THE TRANSCRIPT.**

Online instructions:

1. Download this form to your computer
2. Complete the form & save a copy for your records
3. Email the completed form to Ms. Deborah Licitra at deborah.licitra@browardschools.com or fax to 754-321-5830, Attn: Deborah Licitra.

Name: _____
Last (while attending MTC) First Middle

Married/Other Name: _____
Last First Middle

Last 4 digits of SSN: _____ FL Student ID# (optional): _____

Phone Number: _____ Date of Birth: _____

Program: _____ Last Month/Yr. Attended: _____

Instructor: _____ Program Completed: Yes No

Number of Transcripts _____ Official Attendance Verification Letter
 Unofficial Health Record Other: _____

To be picked up Yes No

Release/Mail Records to: _____
(Name of organization or person requesting records)

Address City State Zip Code

Signature of Student/*Parent if under 18 Date

PLEASE NOTE: Upon request, McFatter Technical College and Technical High School provides each postsecondary student a copy of his/her transcript at no charge. All transcript requests must be made in writing. Secondary transcripts must be requested from the student's home high school.



The School Board of Broward County, Florida, prohibits any policy or procedure which results in discrimination on the basis of age, color, disability, gender identity, gender expression, national origin, marital status, race, religion, sex or sexual orientation. Individuals who wish to file a discrimination and/or harassment complaint may call the Director, Equal Education Opportunities/ADA Compliance Department at 754-321-2150 or Teletype Machine (TTY) 754-321-2158. Individuals with disabilities requesting accommodations under the Americans with Disabilities Act Amendments Act of 2008, (ADAAA) may call Equal Educational Opportunities/ADA Compliance Department at 754-321-2150 or Teletype Machine (TTY) 754-321-2158.