



Transcript Order Number: 19347206

## Consent to Release Information from Education Records

Only the student him/herself may sign this form

The undersigned individual authorizes

**Hampton University**

to release the official transcript of his/her education record to the individuals and/or organizations (recipients) on this order and agrees to the charges on his/her credit or debit card resulting from this order (which will appear on his/her credit or debit card statement as "College Transcript").

Recipients:

Name	Mailing Address (if applicable)
HENRICO COUNTY PUBLIC SCHOOLS	

Student Name: IVORY JONES

Authorized for Order Number: 19347206

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Student Signature

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Date

In order to complete your transcript order, you must fax, mail or email a signed and dated copy of this consent form to the Clearinghouse. **DO NOT RETURN THIS FORM TO THE SCHOOL.** When we receive your consent form, National Student Clearinghouse will send you a notification (via email or text, depending on what you selected as your preference) once the consent form has been processed. We will not confirm receipt of your consent form over the telephone.

### Instructions

*If we do not receive **your signed and dated consent** form within 30 calendar days from the date you submitted your request, your order will be canceled and you will not be charged.*

**Fax:** 703-742-4238 (remember to dial the '1' before the area code)

**Mail:** National Student Clearinghouse, 2300 Dulles Station Boulevard, Suite 300, Herndon, VA 20171

**Email:** [consent@studentclearinghouse.org](mailto:consent@studentclearinghouse.org)

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