



Incoming Transcript Evaluation

Submission Directions:

- **Mail or In-Person:** Admissions & Records, 3000 Campus Hill Dr, Livermore, CA 94551,
- **Email:** lpc-evaluations@laspositascollege.edu OR
- **Counselor:** Leave a signed copy with your counselor

Note: Estimated processing time is 8-10 weeks, but may be longer during peak processing times. We do not send notification of receipt. Notification of completion will be sent to your Zonemail account ONLY.

Full Name: (last, first, middle)		W#:
		Date:
Phone Number:		
Major Code (ex: L001):	Major Title (ex: Anthropology):	

Students must submit official transcripts, credit by exam (AP, CLEP, IB) scores, and/or military records to the Office of Admissions & Records (if ordering through Credentials or Parchment, select the information for Las Positas College; for any other service, send to lpc-admissions@laspositascollege.edu).

List of Official Record(s)/Transcript(s)	Term Type (If Applicable) Choose One	Official Document On File?
	Semester Quarter	Yes No
	Semester Quarter	Yes No
	Semester Quarter	Yes No
	Semester Quarter	Yes No
	Semester Quarter	Yes No
	Semester Quarter	Yes No
	Semester Quarter	Yes No
Required Criteria:		Check here if you:
Yes No	I have enrolled in or completed at least 12 units at LPC.	Applied for financial aid for the current/upcoming academic year
Yes No	I have declared an LPC major AND declared LPC as my home campus.	Are a U.S. veteran and/or part of the Veterans First Program
Yes No	I have met with an LPC academic counselor.	

By signing below, I acknowledge that I am responsible for the information required on this form and that the information is complete and accurate.

Student Signature:

Date:

STAFF USE ONLY			
Counselor Notes:			
Evaluator Signature:	Date:	Approved	Denied
Coded in Banner & DegreeWorks	Form uploaded to BDMS	Notified:	FAO Veterans