

# Admissions & Records Office Conditional Admissions and Registration Contract

**Official Binding Document: Please read before signing.**

Please complete, sign and fax this form to **1.972.548.6702**. This form allows you extra time to obtain your official transcript(s) for admissions purposes. Students are responsible for contacting an advisor to discuss pre-requisites prior to registration.

Last name	First Name	Middle Name
CWID Number or Date of Birth	Term/Semester	

### Transcript(s) Required

(List names of Colleges, Universities or High School)

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_

**All documentation is due by:** \_\_\_\_\_ **(See due dates below)**

*All transcripts must show final grades and/or graduation for the last term enrolled.*

**Terms and Conditions:** You are being admitted for one term on a conditional basis pending the receipt of your **official** transcript(s). Failure to provide all documentation by the due date will jeopardize your future enrollment at Collin College. Additionally, you will be ineligible to receive Collin transcripts until we receive this documentation. **Signing below indicates I have read this contract and understand and agree to the terms and conditions.**

Student Signature	Date	ARO Representative	Date
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\_\_\_\_\_ **(Initial)** I acknowledge that additional documentation may be required for verification of residency which will impact my tuition rate.

### Mail Official Transcripts to:

Collin College, Admissions & Records Office  
P.O. Box 8001  
McKinney, TX 75070-8001

Most colleges will send transcripts electronically.  
Check with your college for their policy.

### Term

### Transcripts Due:

### Accepting Contracts Starting:

Fall 2016:	09.06.16	02.01.16
Fall 2016 Flex:	10.15.16	09.07.16
Winter 2016:	12.13.16	09.01.16
Spring 2017:	01.30.17	09.01.16
Spring 2017 Flex	03.17.17	01.31.17
Summer 2017 (May session)	05.16.17	03.06.17
Summer 2017 (June session)	06.13.17	03.06.17
Summer 2017 (July session)	07.13.17	03.06.17
Fall 2017	09.08.17	04.18.17
Fall 2017 Flex	10.20.17	09.09.17