



MISSION COLLEGE CSUGEB / IGETC CERTIFICATION REQUEST FORM

Student ID #: _____

Name: _____

Previous/Other Name: _____

Address: _____

City

State

Zip

Birthdate: _____ Phone: _____

I have thoroughly read the policies and procedures for requesting a transcript evaluation (on back).

Signature: _____ Date: _____

(Your signature is REQUIRED by Family Educational Rights and Privacy Act, 1974)

Certification Request: ___ CSUGEB ___ CSU IGETC ___ UC IGETC

Mail Official Certification to:

Name: _____

Department: _____

Address: _____

For questions about Certification, see a Counselor.

ALLOW 21 BUSINESS DAYS FOR PROCESSING.

If you have satisfied all CSU GE-B or IGETC requirements, you are eligible to receive a Certificate of Achievement. Please complete the [Application for Certificate](#) and submit it to Admission & Records.

POLICIES AND PROCEDURES FOR REQUESTING A CSUGEB AND IGETC CERTIFICATION

- This form is used to request CSUGEB and IGETC Certification.
- If official transcripts are also required, student must submit an Official Transcript Request Form.
- Official transcripts from other colleges must be provided by the student.
- Transcripts from other colleges that were previously submitted to the Records Office are purged after 5 years.
- Processing time for all certifications is at least 21 business days.
- All certifications are mailed directly to the transferring institution.
- For evaluation of major preparation courses, the student should meet with a Counselor or visit www.assist.org.