



Grove School of Engineering
THE CITY COLLEGE
of
THE CITY UNIVERSITY OF NEW YORK
Convent Avenue and 140th Street, RM 2M-15
New York, NY 10031

STEM INSTITUTE

TEL: (212) 650 – 8172/6190
FAX: (212) 650 – 8139
E-MAIL: stem@ccny.cuny.edu

Official Transcript Request

Students: Please ask your parent or guardian to fill out this form, deliver it to your school counselor, make arrangements for pick up and mailing or for your school to mail a copy of your official transcript to the program address above. Thank you.

Dear School Counselor,

My son/daughter _____ needs to submit an official transcript to the 2013 The STEM Institute.

Would you please arrange to provide him/her with the official transcript or send it directly to the above address. Thank you.

Sincerely,

Signature of Parent/Guardian

Date

Application must be postmarked by Friday, April 12th