

**Community College of the Air Force**  
**Request for Personal Transcript**  
**\*\*\* For Northwestern Michigan College \*\*\***

There are two ways to obtain a copy of your CCAF transcript. One method is to go to an Air Force base Education Office and complete **AF Form 2099** (Request for Community College of the Air Force Transcript). If you do not have access to an Air Force base, fill out the written request form below and send it to the following address:

**CCAF/RRR**  
**130 West Maxwell Blvd**  
**Maxwell AFB, AL 36112-6613**

Your *signature* is the legal authorization for the release of a transcript. Transcripts sent directly to students are **unofficial** copies and will be stamped "Issued to Student."

The Air Force does not accept fax or e-mail requests for transcripts; however, CCAF transcripts are free.

Questions may be directed to (334) 953-2794 (DSN 493-2794) or can be emailed to the [registrar.ccaf@maxwell.af.mil](mailto:registrar.ccaf@maxwell.af.mil).

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**REQUEST FOR COMMUNITY COLLEGE OF THE AIR FORCE TRANSCRIPT**

Please send an *Official* Community College of the Air Force (CCAF) transcript to:

Northwestern Michigan College  
Admissions Office  
1701 East Front Street  
Traverse City, Michigan 49686

LAST NAME \_\_\_\_\_ FIRST \_\_\_\_\_ MI \_\_\_\_\_

FORMER NAME (S) \_\_\_\_\_ PHONE NUMBER (\_\_\_\_) \_\_\_\_\_

DATE OF BIRTH \_\_\_\_\_ SOCIAL SECURITY NUMBER \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_