

The Vermont Agency of Education has been designated as the temporary repository for Burlington College Student Academic Records. Former students may request a certified true copy of their student academic record using this form. There is no fee required.

Please note: the Vermont Agency of Education can only send a “certified true copy” of your academic records as it existed at the time of the closure of Burlington College. The Agency is unable to process requests for additions, edits or corrections to your student academic record.

Section 1 - Name and Contact Information

Name:
Name(s) used while at school, if different from current name:
Last four digits of your Social Security # or Student ID #:
Address:
City, State and Zip Code:
Daytime Phone:
Email Address:
Dates Attended (From / To):

Section 2 - Request

Number of Copies Requested:



Section 3 – Please send copy of my student academic record to:

Name:
Attn:
Address:
City, State and Zip Code:

Name:
Attn:
Address:
City, State and Zip Code:

Name:
Attn:
Address:
City, State and Zip Code:

By signing below I attest that I am the individual identified in Section 1 of the above.

Signature: _____ Date: _____

Submit a completed and signed form to the Vermont Agency of Education by either:

By email: aoe.temporaryrepository@vermont.gov

By USPS mail:

Vermont Agency of Education
Attn: Burlington College Student Record Request
219 North Main Street, Suite 402
Barre, VT 05679

Please allow three weeks for the processing of your request. All requests will be mailed via USPS First Class Mail. If you provided an email address in Section 1 above, you will receive an email confirmation once your request has been fulfilled.

