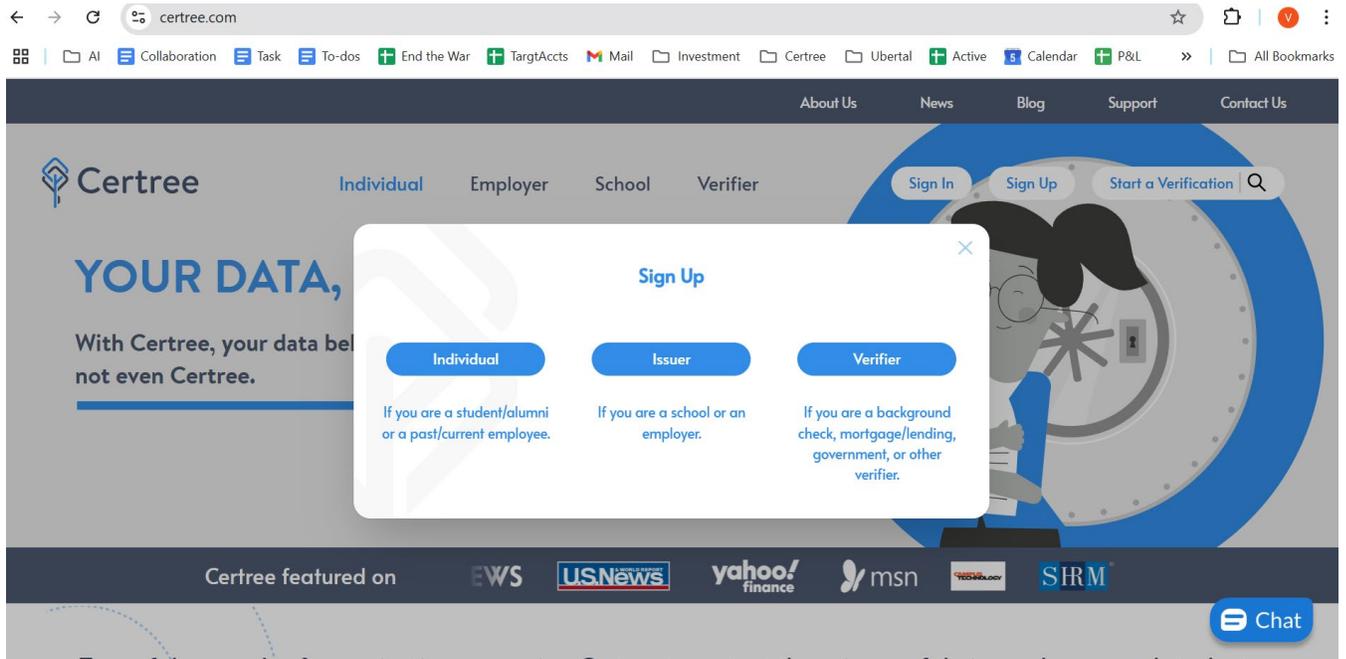
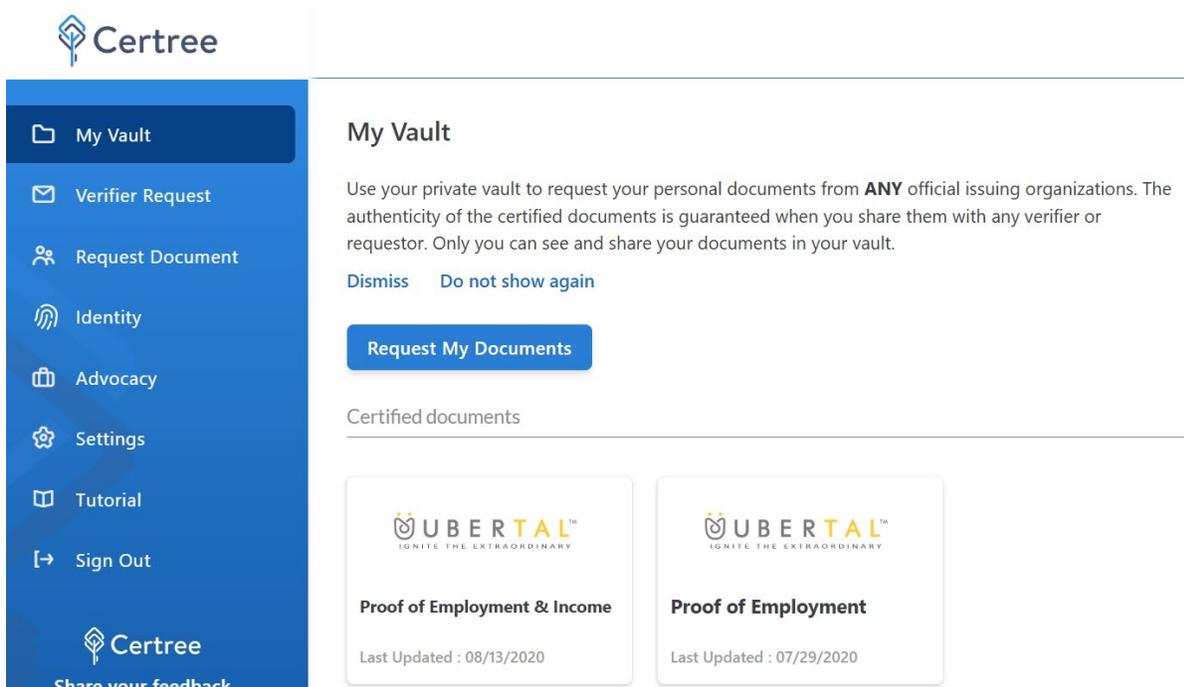


1. Sign up a Certree Individual Account at Certree.com



2. After signing up, click on Request My Documents button in My Vault.



3. Search Randolph Community College to request your transcripts



My Vault

Verifier Request

Request Document

Identity

Advocacy

Settings

Tutorial

Sign Out

Request Document

Select or enter information of organization to request your document from:

Search Organization



Institution name: Randolph Community College

Website: <https://www.randolph.edu/>

Address: 629 Industrial Park Avenue, Asheboro, North Carolina 27205,

[Continue](#)

4. Select Official Academic Transcript (or Document Type needed)



My Vault

Verifier Request

Request Document

Identity

Settings

Tutorial

Sign Out

Select Document Type

Select the type of document you would like to request from **Randolph Community College**:

Employment:

Proof of Employment

Proof of Employment & Income

Education:

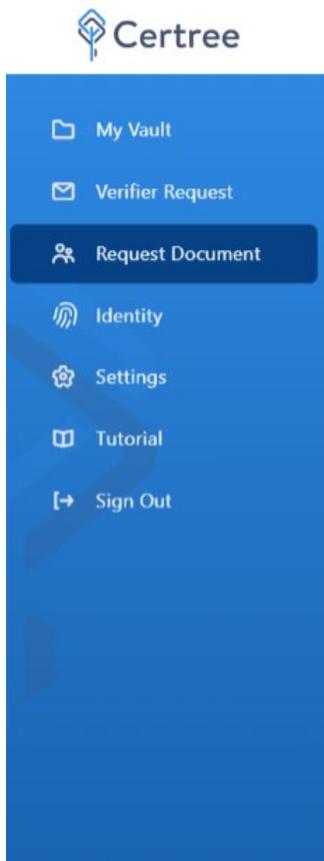
Official Academic Transcript

Proof of Degree

Proof of Enrollment

[Go Back](#) [Continue](#)

5. In Request Form, make sure the email request is sent to rccwc@randolph.edu (default email)



Request Form

ENTER **RANDOLPH COMMUNITY COLLEGE** OFFICIAL EMAIL ADDRESS

Official Email Address*

rccwc@randolph.edu

For education records, the admissions & records office's email address is typically used. If you are unsure of the official email address for this organization, consider reaching out to them via phone or email to request the correct email address for sending Data Subject Access Request (DSAR).

ENTER YOUR INFORMATION TO HELP RANDOLPH COMMUNITY COLLEGE IDENTIFY YOU

Your First Name*

ALEXANDER J

Your Last Name*

SAMPLE

Your Date of Birth *

07/17/1977

Your Social Security Number *

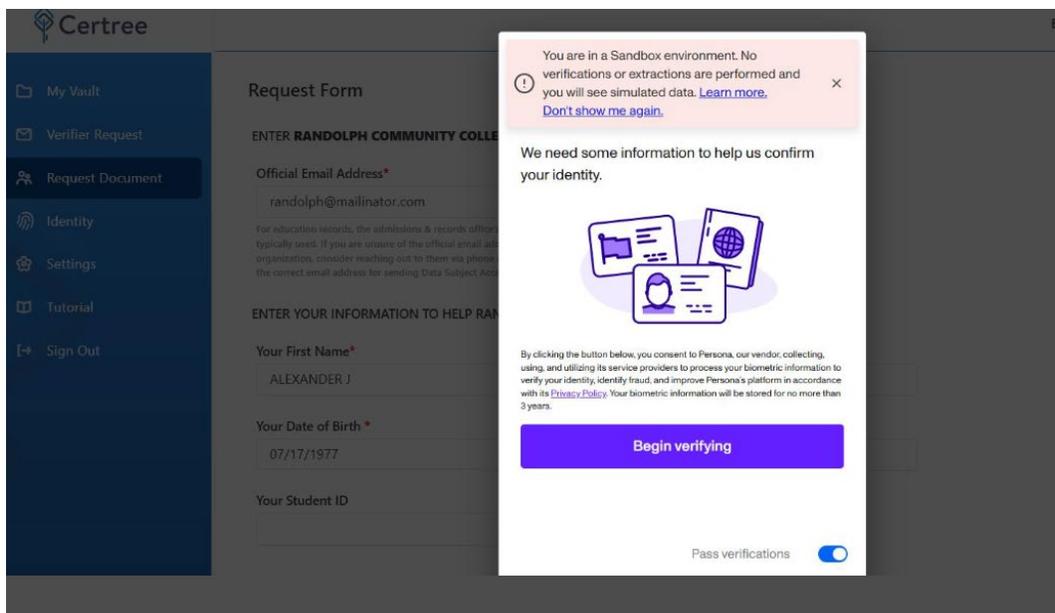
234-23-4223

Your Student ID

23423423

Optionally, add any additional comments to be sent along with your request

6. Go through facial recognition to verify your identity



7. Once you pass the authentication, your request for a transcript will be sent to your college registrar's office for processing. An email will be sent to you once your transcript is issued to your Certree vault.
8. Sign in your Certree Individual account to view the transcript issued to you. Click on the transcript to review for accuracy, share via download, email, text, or fax.

[My Vault](#)[Verifier Request](#)[Request Document](#)[Identity](#)[Settings](#)[Tutorial](#)[Sign Out](#)

My Vault

Use your private vault to request your personal documents from **ANY** official issuing organizations. The authenticity of the certified documents is guaranteed when you share them with any verifier or requestor. Only you can see and share your documents in your vault.

[Dismiss](#) [Do not show again](#)

[Request My Documents](#)

Certified documents



Proof of Degree

Issued by randolph@mailinator.com

Last Updated : 12/17/2024