



ACS Jakarta

A Methodist Institution
(Founded 1886)



Perkumpulan Sekolah SPK
Indonesia



Cambridge Assessment
International Education

OFFICIAL TRANSCRIPT REQUEST FORM

Form No: (official use only)

Student name :
(as in IB/IGCSE registration)

Date of birth :

Parent name :

Current Address :

Grades required on transcript : to

Purpose :

Services and Courier Fees

In Office Pick-Up Service (Rp. 10.000/transcript). *Processed within 3 working days.*

Delivery/courier service. *Processed within approximately one week and then mailed by Indonesia post or ups mail.*

National Service (Rp. 10.000/transcript + courier charges)

JABODETABEK → Rp. 10.000

Outside JABODETABEK → Rp. 45.000

International Service (Rp. 10.000/transcript + courier charges)*

USA & UK → IDR 520.000

AUS, JAP & SOUTH KOREA → IDR 400.000

SG → IDR 250.000

Other Country → Please call

*Note: *) Payment in IDR is subject to exchange rate on day of transaction.*

Address for transcript delivery :

- University/Name :
- Country :
- Address Line :
- Address Line 2 (Building/Floor) :
- City/Town :
- Postal Code :
- Telephone :

Payment method:

Cash. *Payment at school shop.*

Transfer. *Please settle your billing in advance to our account.*

- *Yayasan Dian Anugerah Lestari, BCA Citi Tower, Jakarta. Acc. 319.302.5672 (Rupiah).*

Please fax the bank transfer slip to +62 21 84597180 or email to: finance@acsjakarta.sch.id

Note: School will process the requested documents after receiving the payment.

Requested by

Approved by

(Applicant / Date)

(Coordinator)

AFFILIATED SCHOOLS IN SINGAPORE

Anglo-Chinese School (International) • Anglo-Chinese Junior College • Anglo-Chinese School (Barker Road) • Anglo-Chinese School (Independent) • Anglo-Chinese School (Junior) • Anglo-Chinese School (Primary)

Address JL Bantar Jati, Kelurahan Setu, Jakarta Timur 13880 Office +6221 8459 7175 / 76 Fax +6221 8459 7180 Website www.acsjakarta.sch.id