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OFFICIAL TRANSCRIPT REQUEST FORM

- 1. OFFICIAL TRANSCRIPTS CANNOT BE GIVEN TO STUDENTS. Students may obtain "Unofficial" copies. If an "Official Transcript" is required for an interview, or an application, please indicate the recipient(s) name, company and address, and we will provide it to you in a sealed envelope.
- 2. If you wish to pick up the transcript in the Office of the Registrar, please check here ()

Name: Student ID #				
	Number & Street		State	Zip Code
Home Phone # ()	Cell Phone # (_)	
RELEASE TRANSCRIPT: () As currently recorded () After degree is recorded () Other (please specify): () A function degree is recorded () Other (please specify):				
() After grades are recorded for: Fall: Spring: Summer:				
REASON FOR THIS REQUEST: () Summer School () Employment () Transfer (please specify which school)				
() Scholarship () Graduate Study () Bar Exam () Other:				
COMMENTS:				

I hereby consent to have my transcript released to the address indicated below:

Signature

Date

Please use this space below to print the Name and Address of the place(s) to which your transcript is being sent. Use reverse side of this sheet if more space is needed.

For Office Use Only- Do Not Write Below This Line

Date Received: _____ Date Sent:_____