

Barcode label
Office use only

OFFICIAL PAPER TRANSCRIPT REQUEST FORM



SID label
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RECEIVED

Payment type _____

Amount _____

Initials _____

P _____

PLEASE PRINT CLEARLY

STUDENT INFORMATION

NAME _____ UA ID# OR SSN _____
Last First MI

Date of Birth _____

All previous names _____

Address _____

City State Zip Dates Attended _____

Email Day phone _____

ORDERING INFORMATION

- Electronic transcripts can only be ordered through UAOnline. More detailed instructions can be found at <http://www.uaf.edu/reg/transcripts/>.
- Only transcripts ordered through UAOnline will include coursework from all UA Schools (UAA, UAF, UAS, PWSCC).
- It is the student's responsibility to view the unofficial transcript prior to placing orders for verification of grades and degrees.
- Transcripts are not issued to individuals with outstanding financial obligations to the University of Alaska.

(Payment must be received before transcripts will be sent.)
 If you wish to pay by credit card, please call us.

Orders by paper request are \$20 each and must be ordered from each UA school individually. They will be mailed 1st class within 5-7 business days.

\$20 x _____ = _____

TOTAL COST _____

DESTINATION OF TRANSCRIPTS

- Send transcripts--PROVIDE DESTINATION BELOW Will pick up--DO NOT COMPLETE DESTINATION BELOW

1. _____
Name of recipient

Address City State Zip

2. _____
Name of recipient

Address City State Zip

Transcripts are not processed without payment or signature. By signing below you agree with the terms and conditions stated within this document.

Student Signature _____ Date _____

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