



TRANSCRIPT REQUEST FORM

Official Transcripts are \$10 each. Processing can take up to 2 weeks. Rush Transcripts are \$15 each. Rush Transcripts are mailed the following day after the payment has been received. There are no charges for the Unofficial Transcript.

Full Name (Official Name): _____ Date: _____

Social Security #: _____ - _____ - _____ Date of Birth: _____

Current Address: _____

Email: _____ Phone #: _____

Enrolled Program: _____ Dates of Attendance: _____

Number of Official Transcripts Requested: _____ Official Copy? Yes No 1 Unofficial copy? Yes

Payment Amount Enclosed: \$ _____ Payment Method: Cash Check Money Order

How Do You Want the Transcripts To Be Sent? mail to student mail to school student pick-up

If you selected the "student pick-up," SCHEDULE AN APPOINTMENT BY EMAIL: student_services@auhs.edu

If you selected the "mail to school," please write down the information (Write down the attendant, name of the school, and the school address. Use the back if you run out of space):

Student Legal Signature: _____