



## STUDENT RECORD

## TRANSCRIPT REQUISITION FORM

ACADEMIC YEAR 20... / 20...

FALL

SPRING

SUMMER I

SUMMER II

Transcript fee: 30 AED

<b>STUDENT NO.</b>	
<b>STUDENT NAME</b>	
<b>MOBILE</b>	
<b>SCHOOL &amp; PROGRAM</b>	

Transcript received: \_\_\_\_\_

Date: \_\_\_\_\_

Pick Up Date: \_\_\_\_\_

STUDENT NAME: \_\_\_\_\_

PICK UP DATE FOR TRANSCRIPT: \_\_\_\_\_

SIGNATURE REGISTRATION DEPARTMENT: \_\_\_\_\_

The Policy re student transcripts is as follows and can be found in the Policies & Procedures Manual - 5. Students - f. Student Finance Policy - Fees for Student Services:

- Additional copy of the Academic Record fee is AED 30