

TRANSCRIPT REQUEST FORM

The current fee for a transcript is \$10.00 per transcript. Please allow 3-7 business days for processing.

Please note: We cannot complete your request without remittance and signature. Additionally, if you have an outstanding balance with the school, we will not be able to process your request. If you suspect that this is the case, please contact the Bursar at 212-924-5900 ext. 119.

Please complete the following information:

Name while in attendance: _____

Email address: _____

Current mailing address: _____

Telephone #: _____ Month/Year of Graduation or dates of attendance: _____

Transcript Requested For:

Acupuncture

Massage Therapy

Personal Training

Nursing

Surgical Technologist

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Special instructions, if any: _____

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