

### Official Transcript Request Form

Return to Registrar's Office at Storrs campus. Note: Your transcript cannot be released if there is a hold on your account.

Student's Current Name: \_\_\_\_\_  
Last First M

If you have attended the University of Connecticut under another name(s), please indicate below:

Date of Birth (required): \_\_\_\_\_

Student ID (if known):  and/or NetID (if known):

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Dates of Attendance: First semester attended: \_\_\_\_\_ Last semester attended: \_\_\_\_\_

I would like to request an official transcript be sent to the following recipient(s):

Name and Address of Recipient #1: \_\_\_\_\_ Number of Copies to this Recipient: \_\_\_\_\_

Name and Address of Recipient #2: \_\_\_\_\_ Number of Copies to this Recipient: \_\_\_\_\_

I authorize the University of Connecticut to release my transcripts to the recipient named on this form.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
*(Handwritten signature required, we cannot accept a digital or typed signature)*

**FOR OFFICIAL USE ONLY**

Holds/Problems: \_\_\_\_\_  Notified  Ready to Process  
 Name Letter  Forms Copied Reviewed by \_\_\_\_\_ Date \_\_\_\_\_

<input type="checkbox"/> Name Letter Included	<input type="checkbox"/> Forms Included
Processed by _____	Date _____