Augustana is pleased to provide official paper copies of transcripts free of charge.

NAME: ___________________________________________________________ DATE: ________________

First          Middle     Last

FORMER NAMES: __________________________________________________________________________

ID #: __________________________ OR SS #: __________________ - ______ - ________

BIRTHDAY: ______/______/_______ Dates of Attendance ___________________________

CURRENT ADDRESS: _________________________________________________________________________

CITY: __________________________________ STATE: _________ ZIP: ______________

PHONE NUMBER: __________________ EMAIL ADDRESS: __________________________

Please mail my official transcript to:

Number of copies to be mailed __________   Number of copies to be mailed __________

☐ In 1 envelope ☐ In separate envelopes   ☐ In 1 envelope ☐ In separate envelopes

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* Additional addresses can be written on the back of this form or on an additional page

☐ Hold transcript for degree     ☐ Hold for final Fall/Interim/Spring/Summer grades

Signature ___________________________________________  * REQUIRED *

Official Electronic Transcripts can now be ordered at http://iwantmytranscript.com/augie (or https://my.augie.edu if you have a current login and password). There is a $5 fee for official electronic transcript processing. Faxed transcripts (unofficial) can also be sent through this method.

NOTE: Augustana College will not release transcripts until all accounts, including loan funds administered by the college, are paid in full or are current according to established repayment schedules

Signature of Business office (if required): _______________________________________________