



SEND TRANSCRIPT REQUEST TO:
 NORTHERN STATE UNIVERSITY
 Registrar's Office
 1200 S Jay Street
 Aberdeen, SD 57401

Student Information - Please Print

| | | | | |
|--------------------------|-------------------|---|-----------------------------|-----------------|
| <i>Last Name</i> | <i>First Name</i> | <i>Middle Name</i> | <i>Maiden/Other Name(s)</i> | |
| <i>Street/PO Address</i> | | <i>City</i> | <i>State</i> | <i>Zip Code</i> |
| <i>Home Phone</i> | | <i>Work Phone</i> | <i>Cell Phone</i> | |
| <i>Student ID</i> | <i>DOB</i> | <i>email address (if we need to contact you, we will try email first)</i> | | |

If you attended any state school prior to 1988, please circle all schools attended and list approximate dates of attendance:

School: BHSU DSU NSU SDSM&T SDSU USD

Dates: _____

(All of the above schools' transcripts will be included with this request for one fee per set of transcripts)

Send Transcripts to (list additional addresses on back of form)

| | |
|--|--|
| Name: _____ Address: _____ _____ City, State, Zip: _____ *Number of official copies: _____ Unofficial Copy: Yes ___ No ___ ___ <i>Now (list today's date)</i> _____ ___ <i>After grades are posted (term/year)</i> _____ ___ <i>After degree is posted (graduation date)</i> _____ ___ <i>After grade change (specify course)</i> _____ | Name: _____ Address: _____ _____ City, State, Zip: _____ *Number of official copies: _____ Unofficial Copy: Yes ___ No ___ ___ <i>Now (list today's date)</i> _____ ___ <i>After grades are posted (term/year)</i> _____ ___ <i>After degree is posted (graduation date)</i> _____ ___ <i>After grade change (specify course)</i> _____ |
|--|--|

STUDENT SIGNATURE

This request requires your signature. You must print this form and sign it. You may mail the form to the address above.

Signature: _____

*An unofficial transcript is issued **only to the student** and is mailed at no charge. One unofficial copy may be requested per semester. Individuals should keep this copy for future obligations.*

*Each official transcript costs \$10.00, plus sales tax will be applied to your purchase, if applicable. They are, sent by mail only. Payment by cash, check, or money order must be included with this request. Please make checks payable to NSU. ****Do NOT mail cash.***

We **cannot** process forms which have been faxed or emailed to us.

We **cannot** fax or email a transcript.