



Unofficial Transcript Request
Northern Arizona University – Office of the Registrar
Box 4103 Flagstaff, AZ 86011-4103
Phone: (928) 523-5490 Fax: (928) 523-1414

LAST NAME _____ FIRST NAME _____ DATE OF BIRTH _____
PHONE NUMBER OR E-MAIL _____ NAU ID _____

MAIL OR FAX TO THE FOLLOWING:

*Please allow 2 business days for processing. If mailing, allow up to 8 days for receipt.

Student Signature _____ **Date** _____

Please select one processing option.

Normal Processing \$5.00 Rush Processing \$15.00

Faxed or mailed unofficial transcripts cost \$5.00 each.

Rush unofficial transcripts cost \$15.00. (\$10.00 rush fee + \$5.00 faxed or mailed unofficial transcript fee)

PAYMENT STRUCTURE

Master Card Visa AMEX Discover Check Money Order

NAU ID _____ **Name on Credit Card** _____

Credit Card # _____ **Expiration Date** _____

***Please Note: Per PCI (Payment Card Industry) policy, credit card payments cannot be accepted via email.**

Signature of Card Holder _____