



# Official Transcript Request Form

Office of the Registrar, 701 N Grand Ave, Tahlequah, OK 74464-2399

Fax: 918-458-9638

Email: [registrar@nsuok.edu](mailto:registrar@nsuok.edu)

Name: \_\_\_\_\_

Other Names: \_\_\_\_\_

Social Security Number or Student ID Number: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Current Address: \_\_\_\_\_

Current email (so that we may contact you if there are any issues): \_\_\_\_\_

Are you currently enrolled: \_\_\_\_\_ If not, last semester attended: \_\_\_\_\_

Number of transcripts requested: \_\_\_\_\_

\_\_\_\_\_ Send now

\_\_\_\_\_ Hold for current semester grades

\_\_\_\_\_ Hold for degree

Please check this box if you would like transcripts sealed in individual envelopes.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Full address(es) to be sent to below:

Please do not list an email address. We are not able to email transcripts at this time.

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Note: If you have a hold in any office, transcripts will not be issued until the hold is cleared. There are no fees for transcripts, however, there is a limit of 5 per request.