

Please print or type.

TO THE APPLICANT:

All applicants must submit official transcripts. Only the transcript indicating the degree and date conferred must be in a sealed envelope. Send the completed request form and an envelope made out to the Registrar at the appropriate institution. (If you have attended more than one college or university, undergraduate or graduate, you should photocopy this form). To avoid delays, check the institution's policy regarding fees for official transcripts.

Name:	Last	First	Middle
Mailing Address:	City	State	ZipCode
Phone (Work)	Phone (Home)		
Name of Institution			
Dates of Enrollment	From		To

I hereby authorize the release of my transcript(s) to the Office of Distance Education at Lehigh University.

_____ Signature of Applicant	_____ Date
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TO THE REGISTRAR:

The above person requests that a transcript of his or her academic record be released to the Office of Distance Education at Lehigh University. Please enclose this form with an official transcript in a sealed and signed envelope. Return the envelope to the applicant so that it can be included with his/her application **or** mail directly to the Office of Distance Education, Lehigh University, 436 Brodhead Ave, Bethlehem, PA 18015-1641 as requested by the student.

Thank you for your cooperation.