

# Transcript Request Form

An official transcript is available to you for a charge of \$10.00. Official transcripts are sent to prospective employers or to other colleges.

To order a transcript, contact the registrar's office or send the following form to:

**AIHT**

**Attention: Registrar**

**2112 11th Avenue South, Suite 520**

**Birmingham, Al 35205**

Official Transcript

Unofficial Transcript

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

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

Daytime Phone Number: \_\_\_\_\_

Student I.D. Number: \_\_\_\_\_

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

City • State • Zip \_\_\_\_\_

Degree Earned: \_\_\_\_\_

Please send this transcript to the following address:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Student Signature: \_\_\_\_\_

I have enclosed \$10.00 for each copy of my transcript. Payment method:

Check

Money Order

MasterCard

Visa

American Express

Discover

Account Number: \_\_\_\_\_

Exp. Date: \_\_\_\_\_

Signed: \_\_\_\_\_