

## TRANSCRIPT REQUEST

Fill out this form and email to **transcripts@cbu.ca**, fax to **(902) 563-1371** or mail to the address at the top of this page.

### STUDENT INFORMATION

Student Name: \_\_\_\_\_ Student ID: \_\_\_\_\_

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

Address Line 1: \_\_\_\_\_ Address Line 2: \_\_\_\_\_

City, Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Currently enrolled at CBU:  Yes  No If No, give date of last attendance: \_\_\_\_\_

Program: \_\_\_\_\_

Are you a current or former student of The Canadian International College (CIC) Cairo?  Yes  No

If yes, please provide your CIC ID# \_\_\_\_\_

### TRANSCRIPT INFORMATION

#### Please send:

- Immediately
- After First Term Results (Dec.)
- After Final Results (Apr.)
- After Spring/Summer Results (Aug.)

#### Transcripts will be:

- Picked up by student
- Mailed to student at above address
- Mailed to address below
- Courier

#### Send by:

- Mail
- Xpresspost
- Fax

Number of transcripts required: \_\_\_\_\_

### RECIPIENT INFORMATION

Send to: \_\_\_\_\_ Address Line 1: \_\_\_\_\_

Address Line 2: \_\_\_\_\_ City, Province: \_\_\_\_\_

Postal Code: \_\_\_\_\_ Fax Number: \_\_\_\_\_

### PAYMENT INFORMATION

Transcripts are \$5.00 each. Please add an additional \$5.00 for faxing, \$10 for Xpresspost or \$20.00 for courier in Canada.

**Note: Overnight courier service is not available in Cape Breton.**

Total Fee: \_\_\_\_\_ Signature: \_\_\_\_\_