



ENROLLMENT AND STUDENT SERVICES
OFFICE OF THE UNIVERSITY REGISTRAR
3301 College Avenue
Fort Lauderdale, Florida 33314-7796
(954) 262-7200 | 800-541-6682 | Fax: (954) 262-4862

Account Information

Charge to Account # _____

Center/Program: _____

Budget Approver Signature:

Batch Transcript Request

Name: _____
Department: _____
Extension: _____
Email Address: _____
Issued to: _____

Request to be:

Picked Up at EPS
Deliver to (Main Campus Only):
Bldg Name: _____ Room #: _____

Request to be printed at EPS: (Please fill out account information)

Official Transcripts (NSU transcript paper) \$.50 per page
Official Transcripts (with envelope) \$1.00 per page
Unofficial Transcripts (white paper) \$.10 per page (minimum 50 students per request)

Values required for requesting batch transcripts:

All fields may not be required by every program to be filled out. Please indicate the data elements necessary to identify the students.

College Code _____
Level Code _____
Block Code _____
Program Code _____
Graduate Status Code ('CON') _____
Admit Term Code _____
Rate Code _____
Graduation Date _____
Degree Code _____
Overall GPA High value _____ Low value _____
Cumulative Hours Earned _____

Additional Information:

EPS Internal Use ONLY:

Request Received Date _____
Request Completed Date _____

| | | | | | |
|-------------------|-------|------|-------|-----------|-------|
| Picked Up Date | _____ | Name | _____ | Signature | _____ |
| Delivered To Date | _____ | Name | _____ | Signature | _____ |