

New York College of Health Professions Office of the Registrar Transcript Request Form

Directions: Complete the entire form with as much detail as possible. There is a \$10 fee for each official transcript requested. Please submit with check or money order payable to New York College of Health Professions. All requests require signature verification. Please include a photocopy of your driver's license or other government issued identification that includes your signature. If you completed multiple programs, you will need to pay for each transcript for each program separately (example: If you completed Massage Therapy and Acupuncture, you will need to pay for two transcripts).

***PLEASE ALLOW 7 TO 14 DAYS FOR DELIVERY (14 TO 21 DAYS IF YOU GRADUATED/WITHDREW PRIOR TO 1999) ***

NAME ON RECORD:	STUDENT ID NUMBER:
PRESENT NAME (IF DIFFERENT):	
MAILING ADDRESS:	
	EMAIL ADDRESS:
PROGRAM: ☐ Acupuncture ☐ Ma	ssage Therapy
DATES OF ATTENDANCE:	TO
GRADUATION DATE:	DEGREE:
NUMBER OF COPIES: (\$10 per transcript copy)	
NAME OF RECIPIENT:	
ADDRESS OF RECIPIENT:	
By signing below, I hereby authorize New York College of Health Professions to release academic record to the above.	
SIGNATURE:	DATE:
Return to: New York College of Health Professions Office of the Registrar 6801 Jericho Turnpike	OFFICE USE ONLY Number of Copies: Date Paid:
Syosset, NY 11791 Fax: (516)364-0989 Email: registrar@nycollege.6	