



Please complete all information below. Incomplete forms will result in processing delays.

Student ID or SSN	Date of Birth	Contact Phone (very important)	
Last Name	First Name	Middle Name	Former Name (s)
Current Mailing Address (required)	City	State	Zip
E-Mail	Attended from: Term/Year to		Term/Year
Degree Received and Date	School/Program Attended (i.e.: Graduate Nursing, Medical School etc.)		

I authorize OHSU to release my transcript as indicated below.	
Student Signature (required - unsigned requests will not be processed)	Date

<p>NEXus Transcript Handling Fees: (This Transcript request is for NEXus student transcripts only)</p> <table style="width:100%;"> <tr> <td>1st Transcript ordered and sent to home school</td> <td style="text-align: right;">Free</td> </tr> <tr> <td>Each Transcript ordered 48 hours in advance</td> <td style="text-align: right;">14.00</td> </tr> <tr> <td>Each Transcript ordered, same day service*</td> <td style="text-align: right;">19.00</td> </tr> <tr> <td>Each Faxed Copy**</td> <td style="text-align: right;">19.00</td> </tr> </table>	1 st Transcript ordered and sent to home school	Free	Each Transcript ordered 48 hours in advance	14.00	Each Transcript ordered, same day service*	19.00	Each Faxed Copy**	19.00
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Each Faxed Copy**	19.00							

Special Handling: (optional)
<input type="checkbox"/> Send after grades are posted: (term and year or course #) _____
<input type="checkbox"/> Send after Degree or Completion Statement is noted: (term and year) _____
<input type="checkbox"/> Other: _____

Send To:

<input type="checkbox"/> Send Now (ordered 48 hrs in adv.)	<input type="checkbox"/> Send now (same day rush service)
<input type="checkbox"/> Pick up (ordered 48 hrs in adv.)	<input type="checkbox"/> Pick up (same day rush service)
Address Line 1	
Address Line 2	
City/State/Zip	
Number of Transcripts to this Address: _____	
Number of Cert .Diplomas to this Address: ***read above _____	
Number of Dean's Letters to this Address: (MD only) _____	

<input type="checkbox"/> Send Now (ordered 48 hrs in adv.)	<input type="checkbox"/> Send now (same day rush service)
<input type="checkbox"/> Pick up (ordered 48 hrs in adv.)	<input type="checkbox"/> Pick up (same day rush service)
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<input type="checkbox"/> FAX NOW TO:
Attention: _____
Fax Number: _____