



REQUEST FOR UNOFFICIAL TRANSCRIPT OR OTHER DOCUMENTS

Please e-mail the completed form to registrars@ozarks.edu.

This form is not intended for official transcript requests. Request an [official transcript](#) through the National Student Clearinghouse.

First Name: _____ MI: _____ Last Name: _____
(Please include all names which may be in the University records)

Student ID # or SSN: _____ Date of Birth: _____

Dates Attended: _____ Phone Number: _____

Documents Requested:

- Unofficial Transcript
- Enrollment Verification only
- Immunization
- Schedule for _____ term
- Grade Card for _____ term
- Other _____

Mail Documents To: _____

I am requesting the unofficial transcript or other documents be sent by e-mail to:

I have been informed and understand that e-mail is not considered a secure means of transmitting personal information. In the event of a security breach, I will not hold the University of the Ozarks liable.

Student Signature: _____ Date: _____