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Transcript Request

Registrars • ENMU Station 5 • Fax (505) 562-2566

Important! All financial aid and Accounts Receivable holds must be cleared before a transcript will be released.

Number of Copies	Type of Request
	Official transcripts to institutions, agencies or employees
	Official transcripts to students in a sealed envelope
	Student copies of transcripts issued directly to the student

- Please hold for currently enrolled grades Please send immediately Please hold for degree

Please type name and address of person/organization to receive transcript (use only one address per request form):

Name

Street Address

City, State, Zip

Student Information

Are you currently enrolled? Yes No **Last year/term enrolled:** _____

Campus: ENMU – Portales ENMU – Roswell ENMU – Clovis ENMU – Extension

Other ENMU – Identity: _____

Name: _____
Last First Middle

Previous last names you may have enrolled under: _____

Student ID: _____ **SSN:** _____

Date of Birth: _____ **Phone Number:** _____
Month Day Year

Present Address: _____
Street City State Zip

Signature: _____ **Date:** _____