



## Transcript Request Form

Please complete all items. Please type or print clearly.

Your name \_\_\_\_\_

All previous names \_\_\_\_\_

Home address \_\_\_\_\_  
\_\_\_\_\_

Home phone \_\_\_\_\_

E-mail address (if available) \_\_\_\_\_

Student Number (If unknown use SS number) \_\_\_\_\_

Date of birth \_\_\_\_\_

Dates of attendance \_\_\_\_\_

Number of transcripts \_\_\_\_\_ to be sent to the following individual, institution, or organization (please provide a complete address): If you are picking them up, please just say will pick up.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

A transcript will not be issued if you currently have a “hold” on your account due to unpaid University bills or loans. (You will be notified in this situation).

There is no charge for transcripts.

*I authorize the release of my transcript(s) to the individual, institution, or organization indicated above.*

\_\_\_\_\_  
*SIGNATURE*

\_\_\_\_\_  
*DATE*

Mail, pdf, or fax form to: Registrar  
University of Maine School of Law  
246 Deering Avenue  
Portland, ME 04102  
e-mail: lawregistrar@maine.edu  
fax -- (207) 780-4239

Please call (207) 780-4346 if you have any questions.