

REQUEST FOR OFFICIAL PRINTED TRANSCRIPT(S)

John Cabot University | Office of the Registrar Via della Lungara, 233, Rome (RM), Italy, 00165 Ph.: (+39) 06.68191200 | Fax: (+39) 06.6871320 Email: transcripts@johncabot.edu

Transcript request form instructions and general rules

- Transcripts are normally produced in two to five business days from receipt of payment. Payments must be made online here.
- Unofficial transcripts are available at registrar.johncabot.edu for all current and/or former students
- Your account must be clear of all holds before a transcript can be issued. For information on clearing holds click here.

Date of birth (MM/DD/YYYY) Email address	Personal Information	on			
Address City Province Country Postal Code (Area Code) Telephone Transcript Request Information Please read carefully and complete all sections 9, 9, 9, 9, 9 before submitting each request. Number of transcripts required (circle): 1 2 3 4 5 Rate: \$10/£10 per copy Where would you like your transcripts mailed? Recipient (i.e. Santa Monica Community College) To the attention of (i.e. Office of the Registrar: Study Abroad Office. etc.) Address City Province Country Postal Code (Area Code) Telephone When would you like your transcripts mailed? (Choose ONE option) Immediately If you seted immediately If you seted immediately If you seted immediately If you seted immediately Regular mail Transcripts are issued by regular airmail from our Rome office. Delivery to international destinations may take up to 20 working days. Postal Code Number of transcripts required (circle): 1 2 3 4 5 Rate: \$10/£10 per copy Where would you like your transcripts mailed? Recipient (i.e. Santa Monica Community College) To the attention of (i.e. Office of the Registrar: Study Abroad Office. etc.) Address City Province Country Postal Code (Area Code) Telephone When would you like your transcripts mailed? Recipient (ii.e. Santa Monica Community College) To the attention of (i.e. Office of the Registrar: Study Abroad Office. etc.) Address City Province Country Postal Code (Area Code) Telephone When would you like your transcripts mailed? Recipient (ii.e. Santa Monica Community College) To the attention of (ii.e. Office of the Registrar: Study Abroad Office. etc.) Address City Province Country Postal Code (Area Code) Telephone When would you like your transcripts mailed? Recipient (ii.e. Santa Monica Community College) Transcripts are seved by require airmail from our Rome office. Delivery to international destinations may take up to 20 working days. Escapedia Courier (UPS) Rate: \$10,000 to Postal Code (Area Code) Telephone province of the Registrar Study Abroad Office. etc.) Recipient (ii.e. Santa Monica	Surname on record			First name	
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