



Transcript Request Form

Office of the Registrar
The University of Northern British Columbia
3333 University Way
Prince George, BC V2N 4Z9
Telephone: (250) 960-6300
Facsimile: (250) 960-6330

Transcripts can be ordered by completing this form, making payment in full and then mail, fax, or deliver to the Office of the Registrar.

FEE: \$5.00 per transcript

Payment must accompany request, or be made in advance at the Cashier's Office.

Fee Paid

Please courier

Date Received

Please allow 10 business days for processing.

Unofficial transcripts can be obtained online through Web for Students at www.unbc.ca/login/.

Student ID	<input type="text"/>	Address	<input type="text"/>
Last Name	<input type="text"/>		<input type="text"/>
First Name	<input type="text"/>	City	<input type="text"/>
Former Name	<input type="text"/>	Prov	<input type="text"/>
Date of Birth	DDMMYYYY <input type="text"/>	Postal Code	<input type="text"/>
Day Time Phone Number	<input type="text"/>	E-mail	<input type="text"/>

Student Signature _____

Please hold transcript request until grades posted for:

September January May; or following Convocation

OFFICIAL TRANSCRIPTS: Please indicate full name and address below:

Hold for Pickup

Please send _____ copy(s) to the following address:

Please send _____ copy(s) to the following address:

Please send _____ copy(s) to the following address:

Please send _____ copy(s) to the following address:

Name _____
Student # _____
Card #

Visa M/C Amex

Expiry Date

Cardholder's Name _____
Cardholder's Signature _____

Number of transcripts _____
Total to be charged (\$5.00 each) \$ _____

Note: Any fees owing to UNBC must be cleared before the Office of the Registrar can release a transcript.

Signature of Student

Date

WILP WILXO'OSKWHL NISGA'A