The United States Sports Academy
One Academy Drive
Daphne, Alabama 36526
Phone: (251) 626-3303
Fax: (251) 625-1035
http://www.ussa.edu
E-Mail: registrar@ussa.edu

REQUEST FOR TRANSCRIPT FORM

□ **Bachelor's** □ **Master's** □ **Doctoral** □ **Continuing Education**

Name: _____
Last Name Jr. I, II First Name Middle Name (Maiden)

Phone Number: ( ) _____ - _____

Social Security Number (Optional) or Student ID: _____

This is to authorize and request the release of my academic record at the address which I have specified below.

Send to: _____
Street City State Zip Code

Signature: _____Number of Copies: _____

Mail transcript as indicated below: (any special instructions i.e. hold for grades)
_____

POLICIES GOVERNING TRANSCRIPTS OF RECORD:

There is a $10.00 charge for each transcript (official and/or unofficial).

- Transcript requests are processed as rapidly as possible, in order of receipt of application. Requests should be made well in advance of need.
- No transcript of a student's record will be issued for a student whose financial obligations to the Academy have not been satisfied. There are two types of transcripts:
- **OFFICIAL** transcripts are sent to schools, prospective employers, etc., as designated by the student.
- **UNOFFICIAL** transcripts for the student's use do not bear the seal of the Academy. They must be sent directly to the student. Transcripts are stamped "ISSUED TO STUDENT."

Request will not be processed without a signature. **Method of Payment** (check box)

Check/Money Order □ Credit Card □ TYPE: Visa M/C Discover

Acct. #_____ Expiration Date: _____

Office Use Only: Transcript(s) released: Date: _____ By: _____

The United States Sports Academy is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award the Bachelor of Sports Science degree (level II), the Master of Sports Science degree (level III) and the Doctor of Education degree (level V).