

# AIIAS REQUEST FOR OFFICIAL TRANSCRIPT OF RECORD



*A copy of this form is to be filled out by the applicant and sent to the registrar(s) of each College/University you have previously attended. The official transcript must be mailed directly from the school to AIIAS.*

## TO THE REGISTRAR:

Name of College/University \_\_\_\_\_

Address of College/University \_\_\_\_\_

I am making application to attend the Adventist International Institute of Advanced Studies. Please forward an **official** copy of my transcript to the address below listing my entire classwork taken at your institution. Include the grades and credits for each class as well as the overall **GPA**. If for any reason you cannot comply with this request, please inform me and the AIIAS Admissions & Records Office. **Note: Please send the transcript in both the original language of your country and a literal translation into English if English is not the official language used.**

**AIIAS Admissions & Records Office  
Adventist International Institute of Advanced Studies  
Aguinaldo Highway, Km. 45.5, Lalaan I, Silang 4118, Cavite, Philippines**

## FROM THE STUDENT:

Name of student \_\_\_\_\_

Date of graduation \_\_\_\_\_

Date of Birth \_\_\_\_\_

Address of student \_\_\_\_\_

Email Address \_\_\_\_\_

Signature and Date \_\_\_\_\_