

## TRANSCRIPT REQUEST FORM

Please use the instructions below when requesting transcripts and/or references from Yale School of Art.

1. Official transcripts, which bear the Registrar's signature and School seal, can only be forwarded to a third party, i.e., universities, institutions, etc. A student may receive only an "unofficial" copy.
2. An official transcript will not be issued if there is an outstanding account with the University.
3. References on file include \_\_\_\_\_

Print your full name, class year, current address, and email. Check one: MFA \_\_\_\_ or Norolk \_\_\_\_

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Print the name and address we will be forwarding your: Transcript \_\_\_\_ References \_\_\_\_

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Attach additional sheets as necessary. If requesting six or more, please supply typed mailing labels.  
Mail completed form to address above or email to [emily.cappa@yale.edu](mailto:emily.cappa@yale.edu)