American International School – Abu Dhabi
Official Transcript Request Form

Office use only:

Received by:_____

Date:_____

☐ *Please fill out all information below*
☐ *Requested transcripts can either be picked up or couriered (via Aramex)*

Purpose for requesting Transcript:

☐ University Application Abroad
☐ University Application in UAE/GCC
☐ Master's Degree
☐ Military Service
☐ Employment in UAE
☐ University Transfer

Student's Full Name: _____ _____ _____
Last Name Given name AISA ID#

Gender: **Mobile #:** _____

☐ Male ☐ Female

Status:

☐ Current Student Grade: _____
☐ Graduated Year: _____
Email: _____

1) **Official Transcript**
Due Date: _____
☐ Email to: University Name: _____
University Email: _____
Application ID# : _____
☐ Send it electronically through **BridgeU**
☐ Courier to: University Name: _____
Application ID# : _____
☐ Sealed Envelope: Must remain sealed until delivery or recipient may not recognize as an Official Transcript

2) **Unofficial Transcript** (*can be issued to student and/or parent*)
☐ For Pick up: Date of pick up: _____
☐ Courier to: Mailing address: _____

Note: *Please pay the amount of* ***100.00 Dhs*** *for the courier charges at the AISA accounts department. Present the receipt to a High School Counselor/Registrar so we can send the document requested.* ***NO RECEIPT, NO MAILING*** *of requested document.*

Signature: _____ Date: _____