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** (*will not be issued to students, parents or third parties*)

Due Date : _____

☐ Email to: University Name: _____

University Email: _____

Application ID# : _____

☐ Send it electronically through **BridgeU**

☐ Courier to: University Name: _____

Application ID# : _____

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 so we can send the document requested.*

NO RECEIPT, NO MAILING *of requested document.*

Signature: _____ Date: _____