

REQUEST FOR TRANSCRIPT



Full Name.....
(at time of registration)

Date of Birth.....

Qualification Obtained (e.g. BSc, MA etc).....

Subject Studied.....

School / Department.....

Dates of Registration.....

Date of Qualification.....

Student Number (if known).....

Address to which transcript should be posted.....

.....

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Email Address.....

Any Additional Information.....

.....

Failure to complete this form IN FULL may result in delays in issuing your transcript

Signature..... **Date**.....

Once completed this form should be sent either;

by post to: Awards Office, Neuadd Rathbone, College Road, Bangor, Gwynedd, LL57 2DF or
scanned to transcripts@bangor.ac.uk

The provisions of the Data Protection Act prevent us from accepting requests via e-mail or telephone. We are unable to provide any information to third parties (including family or relatives) without the written consent of the individual concerned.

Requests for first degree transcripts will normally be processed within 21 days. Diploma of Education, Bachelor of Education and taught postgraduate transcripts may take longer as additional information needs to be obtained from academic departments.