

NEWRI Environmental MS (NEMS)

Transcript Request Form

Part 1 *To be completed by applicant*

Name: (as appear in passport/identity card)

College/University:

Date of candidature:

Date of conferral:

from:

to:

Degree conferred:

Part 2 *To be completed by the Registrar/Person-in-charge*

- (1) The person whose name appears above is applying for admission to a higher degree programme.
- (2) The application cannot be considered without an official transcript of academic records submitted by your college/university. This transcript must bear the stamp of your university and the name and signature of the Registrar or authorised person.
- (3) Subject to the rules governing your University, the transcript should include:
 - (i) Date of enrollment
 - (ii) A list of all subjects taken (with dates) and the grades carried in each subject
 - (iii) Title of degree awarded and date of conferral
 - (iv) Rank in class
 - (v) Interpretation or explanation of grades (English Translation)
- (4) If the transcript is in a language other than English, please provide an official translation.
- (5) Please send the official transcript together with this form in an envelope sealed with the university/college security seal directly to the student.