

AMERICAN UNIVERSITY OF BEIRUT

REGISTRAR'S OFFICE

Address Sheet

for Transcript of Records (Official Copy for foreign Universities)

NOTE: Separate Address Sheet required for each address to which transcripts will be sent.

STUDENT INFORMATION

Student ID

Name (First, Father, Last)

Telephone

e-mail

ADDRESS - Please fill out clearly using BLOCK LETTERS or PRINT

*** Kindly provide complete physical address if sending via Express Courier Pouch.**

Admissible format for physical address (if incomplete, the student bears full responsibility).

Name of Institution

Department name/contact name

Street number and street name

City Name Zip Code -

Country Name

Tel number (Extension if applicable)

Number of copies to this address: _____

*** Send Transcripts to this Address by Express Courier Pouch? YES / NO**

Date Requested

Signature of Student

For Registrar's Office Use Only

Processed by

Date