



Office of Graduate Admissions  
 P.O. Box 904  
 New York, NY 10276-0904



# □ Law Transcript Request Form □ □

**For applicants who elect to use the LSAC Credential Assembly Service, this form is not required.**

**To the Applicant**

Please complete the first part of this form and give it to the registrar or administrative office in charge of student records at the school from which you have received (or will receive) your law degree. You should also give that office an envelope, addressed to you. If you attended more than one law school, photocopy this form, provide the information requested, and send copies to all law schools attended. When you receive the envelope, do not open it or break the seal. Simply forward it to us unopened. If the enclosed documents are in a language other than English, a certified translation is required, and you must follow the instructions in the Graduate Admissions Information and Application Instructions. If your law school prefers to send this form and transcript directly to us, address the envelope to New York University School of Law, Office of Graduate Admissions, P.O. Box 904, New York, NY 10276-0904.

Name of Applicant (Type or print)

Mr.    Ms.   Last (Family)   First (Given)   Middle   Prior

Admissions Identification Number (AIN)    -   -

(Your AIN is your U.S. social security number, if applicable.)

Date of Birth     -   -

Month   Day   Year

Name of Law School

Dates of Attendance   Degree and Date Awarded

**To the Registrar or other official responding to this form:**

The applicant named above has applied for admission to the New York University School of Law Graduate Division. The Committee on Graduate Admissions appreciates your cooperation in attaching the applicant's official transcript to this form.

If available, give the applicant's cumulative rank in class   and cumulative grade-point average

Please provide an explanation of your grading system

Signature   Date

Name   Position

Please enclose this form with the transcript in the envelope provided and sign across the envelope seal to ensure confidentiality. If your school is one whose procedures discourage the sending of an official transcript to the applicant, you may send it directly to: **New York University School of Law, Office of Graduate Admissions, P.O. Box 904, New York, NY 10276-0904.** New York University is an affirmative action/equal opportunity institution.