

Transcript Policies

1. The required transcript fee is \$10.00 per copy requested.
2. Payment by mail must be must be check or money order. Do not send cash.
3. Payment in person must be cash, check or money order.
4. No Credit Card payments will be accepted.
5. Transcripts will not be issued until all financial obligations to EWCNM are satisfied.
6. No Phone, Fax or Email Requests will be processed.
7. No incomplete transcript request forms will be processed.
8. Allow 10 Business days for processing.
9. If sending transcripts to different recipients a separate form must be used for each.

To Order Transcripts

To order your transcript by mail: send your \$10.00 per copy payment by check or money order only and the completed EWCNM Transcript Request Form to:

Registrar's Office
East West College of Natural Medicine
3808 N. Tamiami Trail
Sarasota, FL 34234

To order your transcript in person: bring your \$10.00 per copy payment (cash, check or Money order) and your completed EWCNM Transcript Request Form to the Registrars Office at the EWCNM campus

Student Type or Print Legibly

Last Name:		First Name:		Middle Name:	
Address:			Apt:	City:	State: ZIP:
Date of Request:		Phone:		Email:	
Date of Birth:		Social Security Number:			Class #
Number of Copies Requested:			Fee Amount Enclosed:		

Send Transcripts To:

Name:			
Street Address:		City :	State: ZIP:
Signature of Student _____			

For Office Use Only:

Date Received: _____	Date Mailed: _____	Paid by Check # _____	Cash _____
----------------------	--------------------	-----------------------	------------