
Articulation Partner Record Request Form

This form is required to request and submit official records of completed training, courses, or certification from an Alliance/Articulation Partner agency or institution. Please complete the entire form and submit to the appropriate representative at the agency or institution of the Alliance/Articulation Partner. The completed form **MUST** be included with the record(s) submitted to Purdue University Global. Records are only considered official if received with this completed form. Absence of this form will delay the receipt and archival of your record(s) by the Office of the Registrar.

Please Type or Print Legibly

LAST NAME: _____ FIRST NAME: _____ MIDDLE INITIAL: _____

NAME(S) WHILE ATTENDING SCHOOL: _____

STREET ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

HOME TELEPHONE: _____ EMAIL ADDRESS: _____

LAST 4 DIGITS OF SSN: _____ OR STUDENT ID NUMBER: _____

DATE OF BIRTH: _____

Information of Articulation Partner

NAME OF ALLIANCE/ARTICULATION PARTNER: _____

STREET ADDRESS (OPTIONAL): _____

CITY: _____ STATE: _____

TRAINING/CERTIFICATION: _____ START DATE: _____ COMPLETION DATE: _____

Attention Articulation Partner:

Please use this form to submit any nontraditional transcripts on behalf of the student stated above. You may include any training transcripts, certifications, and any other forms of documentation as a part of the established articulation agreement.

Please return a copy of this completed form with the record(s). The completed form **MUST** be included with the record(s) submitted to Purdue University Global. Records are only considered official if received with this completed document.

Permission

I hereby request and authorize you to forward my official transcript and this form to Purdue University Global.

Please send form and record(s) to:

PURDUE UNIVERSITY GLOBAL
OFFICE OF THE REGISTRAR
550 West Van Buren, 7th Floor
Chicago, IL 60607

Student's Signature (e-signature not accepted): _____ **Date:** _____

Attention: Records will not be accepted as official by Purdue University Global for any of the following reasons: 1) stamped with "unofficial copy;" 2) received from the student; 3) student name incorrect or illegible; 4) illegible transcript; 5) documentation received without this completed form.