

Eastern students must order transcripts through [Parchment.com](http://Parchment.com).

**NAES Transcript Request Form**

Eastern Illinois University, Office of the Registrar  
600 Lincoln Avenue, Charleston, IL 61920-3099  
Ph: (217) 581-3511 Fax: (217) 581-3412

*With the approval of the Illinois Board of Higher Education, Eastern Illinois University has accepted custody of the academic records of the Native American Education Services College (NAESC) and has agreed to provide copies of documents contained in those records upon request. Eastern Illinois University makes no judgement as to the validity, content, or rigor of any course or program represented on the documents.*

NAME: \_\_\_\_\_  
Last First Middle Previous Name

LAST 4-DIGITS of SS#: \_\_\_\_\_ DATE OF BIRTH: \_\_\_\_\_

CURRENT ADDRESS: \_\_\_\_\_  
Street Address City State Zip Code

PHONE NUMBER: \_\_\_\_\_ EMAIL: \_\_\_\_\_

\$15 per copy - Number requested \_\_\_\_\_

Where should transcript be sent? Provide Name/Address for Mailing below – No Electronically sent transcripts are available

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip Code: \_\_\_\_\_

Transcripts must be paid for at the time of order by cash, check, or money order.

Student's Signature: \_\_\_\_\_  
(This must be the student's actual signature. Digital signatures are not accepted)

Staff use only: Amount \_\_\_\_\_ Check/MO# \_\_\_\_\_ Cash \_\_\_\_\_