

Carson-Newman University  
**Unofficial Transcript Request**

\*Issued to students only\*

Full Name \_\_\_\_\_ Student ID# \_\_\_\_\_  
Address \_\_\_\_\_ Soc Sec # (last four) \_\_\_\_\_  
\_\_\_\_\_ Birthdate \_\_\_\_ - \_\_\_\_ - XXXX  
Phone # \_\_\_\_\_

Other name/s while attending \_\_\_\_\_

Email address \_\_\_\_\_@\_\_\_\_\_.\_\_\_\_\_

Last year enrolled at CN \_\_\_\_\_  Undergraduate  Graduate  Dual Enrollment

**\*\*Select One\*\***

**Can be released to Student ONLY**

(Cannot be released to other institutions)

- Mail unofficial copy to student address above
- Pick up unofficial copy
- Email to C-N student email \_\_\_\_\_@cn.edu  
Unofficial transcripts can only be emailed to C-N student email addresses.

Student Signature \_\_\_\_\_ Date \_\_\_\_\_  
(Typed signature will not be accepted)

**Mail form to:** Carson-Newman University  
Registrar's Office  
1646 Russell Ave  
Jefferson City, TN 37760

**Email to:** registrar@cn.edu

**Fax to:** (865) 471-2013

Completed by: \_\_\_\_\_

Date \_\_\_\_\_