

Copy Request Form

This form must be filled out with Adobe Acrobat and then printed for signatures. This form is for enrolled students requesting copies of documents from their admissions file. Any request form submitted after 2:00 pm on Thursday will be prepared for the following week. Please allow 3 working days to complete request. Any questions may be directed to the Office of Records or records@qatar.tamu.edu

Last Name: _____ First Name: _____ Middle: _____

Please spell name as written on passport

Date of Birth:	Application Type:		
E-mail:	Freshman	Transfer	Transient
Mobile:	Term:		
UIN:	Fall	Spring	Summer

Check the name of document(s) for which a copy is needed:

Document Type	Test Scores	Test Date
Secondary School Transcript	TOEFL	
Secondary School Completion Certificates	SAT	
ABP Transcript	ACT	
Foundation Program Transcript	IELTS	
	A-Levels/IB	

Other Documents, please specify:
