

Records & Registration
304 O'Brien Hall, Buffalo, NY 14260
Phone 716-645-2060
Fax 716-645-6378
law-records@buffalo.edu

Law School Transcript Request Form

Name _____ Date _____

Former name (if applicable) _____

UB Person Number (or Birthdate if Person Number is unknown) _____

Dates of attendance _____ OR Current students:
 1st Year 2nd Year
 3rd Year LLM

Day Telephone _____ Email address _____

SIGN HERE AUTHORIZING US TO RELEASE TRANSCRIPT _____

Check _____ Student Copy - Copies can be made
_____ Official Copy
_____ Mail the transcript now
_____ Hold until current semester grades are complete
_____ Hold until degree is conferred
_____ Hold for pick-up (bring ID)
_____ Send via email - **student copies only**
_____ Send via fax – **student copies only** – Fax to: _____

Mail to:
Name of Person if applicable _____

Organization or School _____

Address _____

City _____ State _____ Zip Code _____

All Holds (Traffic, Bursar, Institutional Loans, etc.) must be removed before transcripts can be processed

For Law School Use Only Holds _____

Processed by _____ Date _____