



Inter American University of Puerto Rico

Office of the Registrar

**ACADEMIC TRANSCRIPT REQUEST**

<b>Father's Surname</b>		<b>Mother's Maiden Surname</b>		<b>First Name</b>		<b>Initial</b>
<b>Identification Number</b>	<b>Telephone Number</b>	<b>Email</b>		<b>Date of Birth</b>		<b>Number of Copies</b>
				Month	Day	Year
<b>Send:</b>		<b>Mailing Address:</b>			<b>Date of Graduation</b>	
<input type="checkbox"/> <b>Immediately</b> <input type="checkbox"/> <b>At the end of current session</b>					Month	Year
					<b>Starting date of studies IAUPR</b>	
					Month	Year
<b>Degree Attained:</b>		<b>Campus:</b>	<input type="checkbox"/> <b>I want only the following level of studies to be included:</b> _____ ( see Instructions)			
<b>Sent Transcript to: (Use block letters)</b>					<b>Official Use</b>	
					Student's Signature    Month    Day    Year	

**INSTRUCTIONS**

1. This request must be presented at the Bursar's Office for payment and further processing.
2. If you want only one level of studies in your transcript, select the box assigned for this and specify the level. **Technical Certificates (T), Associate Degree (A), Bachelor's Degree (B), Professional Certificate (P), Master's Degree (M), Doctor's Degree (D), Juris Doctor (JD), Juridical Science Doctor (JSD), Masters of Law (LLM), Doctor of Optometry (OD).**
3. A separate application must be completed for each addressee.

**NOTE**

The academic transcript is a confidential and private document. Copies of the transcript will be issued only at the request of the student. Official copies of the transcript will be sent directly by Inter American University to the institution or agency designated by the student. The University does not consider transcripts issued directly to the student as official copies.



Oficina de Recaudaciones

# Autorización Pago con Tarjeta de Crédito

Credit Card Payment Authorization

## INFORMACIÓN DEL ESTUDIANTE / STUDENT INFORMATION

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Apellido Paterno Apellido Materno, Nombre / Father's Surname Mother's Surname, First Name

Número de Estudiante / Identification Number

Semestre académico / Academic semester

Teléfono celular / Cell phone

Correo electrónico / Email

Firma del estudiante / Student's signature

Descripción del servicio / Service description

## INFORMACIÓN DE LA TARJETA DE CRÉDITO / CREDIT CARD INFORMATION

Nombre (como aparece en la tarjeta) / Cardholder's name (as it appears on the credit card)

Relación con el estudiante / Relationship to student

Teléfono celular / Cell phone

Tipo de tarjeta / Card type



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Número de tarjeta / Card number

Fecha de expiración (mes / año) / Expiration date (month / year)

Cantidad del pago / Payment amount

Firma del titular de la tarjeta / Cardholder's signature

## IMPORTANTE / IMPORTANT

- El formulario debe estar legible y completado en todas sus partes para ser procesado.  
*The form must be legible and completed in all its parts in order to be processed.*
- El servicio solicitado estará condicionado a la aprobación e información de la tarjeta de crédito.  
*The requested service will be conditioned to the approval and information of the credit card.*
- Las tarjetas MC, VISA, Discover y AMEX requerirán el código de seguridad, al momento de realizar la transacción.  
*For MC, VISA, Discover, and AMEX cards, the security code will be required at the time of the transaction.*

**Recuerde incluir una identificación con foto**  
(Licencia, pasaporte, identificación militar ó identificación de estudiante de la Universidad Interamericana)

**Remember to include a photo ID**  
(License, passport, military ID or student ID from the Inter-American University)

## OFICINA DE RECAUDACIONES - CONTACTO / BURSAR'S OFFICE - CONTACT

Una vez completado el formulario y firmado, debe enviarlo a la Oficina de Recaudaciones de su recinto.  
*Once the form is completed and signed, you must send it to your campus Bursar's Office.*

### **Recinto de Aguadilla / Aguadilla Campus**

Hancy Muñiz  
Director de Recaudaciones / *Director, Bursar's Office*  
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### **Recinto de Arecibo / Arecibo Campus**

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### **Recinto de Barranquitas / Barranquitas Campus**

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### **Recinto de Bayamón / Bayamón Campus**

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### **Recinto de Fajardo / Fajardo Campus**

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### **Recinto de Guayama / Guayama Campus**

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### **Recinto Metro / Metro Campus**

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### **Recinto de Ponce / Ponce Campus**

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### **Recinto de San Germán / San Germán Campus**

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### **Escuela de Optometría / School of Optometry**

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### **Facultad de Derecho / School of Law**

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