



## TRANSCRIPT REQUEST FORM

Please email completed form to:  
[exams@stangelas.nuigalway.ie](mailto:exams@stangelas.nuigalway.ie)

Graduate Surname: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
(as recoded on file)

Graduate First Name: \_\_\_\_\_ Student ID No: \_\_\_\_\_  
(if known)

Contact Telephone No: \_\_\_\_\_

Email: \_\_\_\_\_

Course(s) Undertaken: \_\_\_\_\_  
(Exact course details)

From Year: \_\_\_\_\_ To Year: \_\_\_\_\_

Year(s) Requested (*please circle choice*): 1<sup>st</sup> 2<sup>nd</sup> 3<sup>rd</sup> 4<sup>th</sup> 5<sup>th</sup> Final All

\*For BNSc (Nursing) Graduates ONLY: For Nursing Clinical Placement Transcript, please tick here   
Nursing Clinical Placement Transcripts and additional documentation inc. WES verification, etc must be requested directly from the Department of Nursing, Health Sciences and Disability Studies. Please email **Siobhán Healy-McGowan** [shealymcgowan@stangelas.nuigalway.ie](mailto:shealymcgowan@stangelas.nuigalway.ie)

- **Cost of Exam Transcripts: €15.00** (regardless of how many years transcripts requested)
- **\*Cost of Nursing Clinical Placement Transcripts: €15.00** (all years placements included)

Payment can be made securely through our Online Payment Facility  
<https://www.stangelaspayments.com>

**Current Undergraduate Students:** Should you require transcripts, please check your online results for the option to print out in a transcript format.

Due to the current restrictions, we are unable to post hard copy versions of transcripts so please confirm email address below.

**Email Address to which transcript (PDF) should be emailed to**  
(if different from above):

\_\_\_\_\_

**Signature of Student:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Office Use Only:

Initials \_\_\_\_\_

Date Processed \_\_\_\_\_