

To have your transcript sent by an expedited delivery service, use both the **Official Transcript Request Form** and this form. The \$5.00 fee must accompany this request (check or money order only).

- UPS Next Day Air**
- UPS Express (International)**

**Transcripts are sent on Tuesdays and Fridays each week, excluding holidays.**

<b>To</b> Name	Telephone
Company	
Street address (UPS cannot deliver to P.O. Boxes!)	Dept./Flr.
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**I authorize the expedited delivery service to be charged to the credit card listed below.**

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**American Express**

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**The fee for each transcript sent is \$5.00 payable by check or money order to Cornell College (must be included with order).**

Credit Card No. \_\_\_\_\_ Exp. Date \_\_\_\_\_

Print Cardholder's Name: \_\_\_\_\_

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