



ONE EARTH

International Credential Evaluations

REQUEST FOR RELEASE OF ACADEMIC DOCUMENTS

SECTION 1: TO BE COMPLETED BY APPLICANTS

Please complete Section 1 completely and submit this form to your current and/or former academic institution(s) requesting that your official academic records be sent directly to **One Earth** International Credential Evaluations

Name _____	Date of birth ____ / ____ / ____
(last/family name) (first/given name) (middle name)	(day) (month) (year)
Any previous names used _____	Student identification # _____
Institution name _____	Dates of attendance _____ to _____
Program of study _____	Degree received _____
I authorize for my academic records to be released to One Earth International Credential Evaluations	
Signature _____	Date _____

SECTION 2: TO BE COMPLETED BY INSTITUTIONAL OFFICIAL

Please release the official academic credentials (transcript of study showing all courses, credits/hours of study and marks/grades received and degree certificate or confirmation of degree conferral, if applicable) of the above named applicant directly to **One Earth** International Credential Evaluations. Kindly complete Section 2 and return this form with the appropriate academic documents to **One Earth** by mail, fax or email.

Name _____	Title _____	
Email _____	Phone _____	Fax _____
Institution mailing address _____		
The above named was/is a student at _____		
(name of institution)		
from _____	to _____	and earned the degree of _____
		(title of degree/certificate/diploma, if applicable)
on _____		
(date awarded)		
Stamp/seal of institution		
Institutional official's signature _____		Date _____

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