

NYU School of Law

Student Record Request

All material contained in student files is confidential and the sole property of New York University School of Law. If you wish to look at this material, please complete this form and submit it to the Office of Academic Services (FH 474). Please allow a minimum of two business days before returning for the results of your request.

Date: _____ Class: 1L ☐ 2L ☐ 3L ☐ LL.M. F/T ☐ LL.M. P/T ☐
J.S.D. ☐

Name: _____ Student ID: N _____

Email Address: _____ Phone Number: _____

Please note the following:

- Transcripts from other educational institutions **cannot** be released directly to the student nor can they be photocopied and mailed to third parties.
- NYU transcripts may be ordered through the Office of Records and Registration (FH 400).
- Letters of recommendation cannot be reviewed if the student expressly waived his or her right to see them.

I would like to review the following records from my application file:

☐ Hold For Pick-Up

Student Signature: _____ Date: _____

Approved by: _____ Date _____