



EMORY

LANEY
GRADUATE
SCHOOL

Request to Extend Deadline for Submitting Final, Official Transcripts

New students must submit final, official transcript to substantiate the educational record claimed on their applications to the Laney Graduate School (LGS). Details about what to submit and how are available on the New Student Information page on the LGS website (http://www.gs.emory.edu/graduate_life/new_student.html).

If you are unable to provide these transcripts by August 1, you must complete this form and submit it to the LGS in order to be able to enroll for fall semester.

Without these transcripts by the start of spring semester pre-registration, you will not be permitted to enroll.

Name: _____ Student / Empl ID: _____

Program: _____

Emory Email: _____

Transcripts are missing from the following educational institution(s):

Attach a brief explanation of why the transcripts are missing, and when you expect them to be provided.

Student:

I understand that if the transcripts are not provided to the Laney Graduate by the start of spring semester pre-registration, I will not be permitted to enroll for classes.

Signature: _____

Date: _____

Program Director or Director of Graduate Studies:

I have discussed the situation with the student and am aware of the deadline.

Signature: _____

Date: _____

Name (printed): _____