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CCAF Fax: 334-649-5106

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Air University Registrar personnel cannot provide a CCAF transcript.

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## Officer and civilian personnel:

Please proceed to the next page to submit your transcript request to Air University.

# AIR UNIVERSITY TRANSCRIPT REQUEST

## *Officer and Civilian Use Only*

\*\*\*\*I authorize the release of my Air University academic record to the person or agency which I have specified below\*\*\*\*

**Signature required** \_\_\_\_\_

Full SSN required:

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Last name: \_\_\_\_\_ First name: \_\_\_\_\_

MI/former names: \_\_\_\_\_ Rank/Grade: \_\_\_\_\_

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

Phone number: (        ) \_\_\_\_\_

Courses taken at Air University: \_\_\_\_\_

### **Mail to:**

Person/agency: \_\_\_\_\_

Attn: \_\_\_\_\_

Address: \_\_\_\_\_

City/Base: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

### **Mail to:**

Person/agency: \_\_\_\_\_

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City/Base: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**Submit this request:** 1) *Encrypted* email: [student.services2@us.af.mil](mailto:student.services2@us.af.mil), or  
2) Fax: DSN 493-8127/Comm 334-953-8127; or  
3) Mail to: Air University Registrar  
60 Shumacher Ave  
Maxwell AFB, AL 36112-6337

*\*Air University does not provide electronic transcripts.*

Privacy Act Statement: Authority: 10 U.S.C. 8013, Secretary of the Air Force; Powers and Duties. Purpose: Identify individuals seeking transcript for courses completed. Routine Uses: Can be disclosed outside the Department of Defense as a routine use pursuant to 5 U.S.C. 552a(b)(3). Disclosure: Voluntary, however, failure to provide requested information may result in not receiving requested transcript.