



# TRANSCRIPT REQUEST FORM

Continuing Education Registry Participants' CEU records will be maintained at the Academy's headquarters on the **Academy CEU Registry**. There is an annual registry fee that must be paid to receive a transcript. Participants will be issued a transcript, free of charge, in January of each year and following our annual convention, you will have access to CEU Manager to print your convention transcript. **A processing fee of \$10 per requested calendar year will be charged for additional transcripts requested.** The Academy will release CEU records to CE Registry members who supply their member I.D. and signature. If you would like an additional transcript, please complete the form below.

**ORDER DATE:** \_\_\_\_\_

**NAME:** \_\_\_\_\_ **MEMBER #:** \_\_\_\_\_

**ORGANIZATION:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**CITY:** \_\_\_\_\_ **STATE:** \_\_\_\_\_ **ZIP:** \_\_\_\_\_

**PHONE:** \_\_\_\_\_ **FAX:** \_\_\_\_\_

**Please indicate transcript year(s) requested:** \_\_\_\_\_

**Total Amount Enclosed:** \_\_\_\_\_  
(\$10 for each calendar year)

**METHOD OF PAYMENT:**

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**Signature:** \_\_\_\_\_

Please mail or fax to: American Academy of Audiology, Inc.  
Transcript Request  
11730 Plaza America Dr, Suite #300  
Reston, VA 20190  
Fax (703) 790-8631