



National College Credit Recommendation Service (NCCRS) Application

For Office Use Sponsor Code	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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The Excelsior College NCCRS Transcript service will list courses you have taken from the sponsoring organization for college credit on an official Excelsior College transcript. To enroll in this service, complete the following information.

Current Legal Name

Last (Family) Name	First (Given) Name	Middle Initial
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Birth/Maiden Name (if different from current last name)

Other name(s) by which you may have been identified in relevant academic records

Permanent Address

Number and Street	Apt. or Suite Number
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City	State	Zip Code	Country (if not USA)
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Phone Numbers (indicate "D" for day or "E" for evening)

Area Code ()	(D/E)	Area Code ()	(D/E)
Home Phone		Business Phone	Business Extension

Email address

Date of Birth

Gender (M = male; F = female)

Are you already enrolled or have you ever been enrolled in Excelsior College or the Excelsior College OneTranscript Service (Credit Bank)? Yes No

Documents Submitted

List the NCCRS organization that will be submitting a transcript to Excelsior College on your behalf.

Name of organization

The official transcript must be mailed directly from the organization to:
Excelsior College, Office of the Registrar, 7 Columbia Circle, Albany, NY 12203.

Payment

The fee to post credit on an Excelsior College transcript is **\$50**. Make your check or money order payable to Excelsior College. Be sure to include payment.

Payment in full is attached (check, money order, or completed charge authorization)

Credit Card Authorization

I authorize Excelsior College to charge _____ (or current NCCRS listing fee at the time this form is received by Excelsior College) to my:

MasterCard Visa Discover American Express

Credit Card Account Number _____ Expiration Date _____

Name of Cardholder (print) _____

Signature _____

Signature and Date (required)

Please sign and return this form if you wish to have courses you have taken from your sponsor organization listed on an official Excelsior College transcript.

Signature: _____ Date: _____

Full signature required. **Do not print.**

Transcript Request (optional)

The Excelsior College NCCRS transcript service fee entitles you to receive one student copy of your transcript. You may request additional copies of your transcript (login required) by visiting www.excelsior.edu/transcriptrequest.

The current transcript fee is **\$20**.