



NYU

Office of
the Registrar

**REQUEST TO
NOTARIZE NYU
DOCUMENTS FOR
APOSTILLE**

*Email completed and signed form to certifications@nyu.edu.
or fax: 212.995.4154, or mail: Office of the Registrar, PO Box 910, New York, NY 10276
Forms without signatures will not be processed.*

STUDENT INFORMATION

Last/Family Name	First Name	Middle Name
_____	_____	_____

Name(s) at time of attendance

NetID or Email	Campus ID number	Date of birth
_____	_____	_____

NYU SCHOOL(S) ATTENDED

School, years attended and degree

WHICH NYU DOCUMENTS ARE YOU REQUESTING TO HAVE NOTARIZED?

Official Transcript: (a separate request is NOT REQUIRED)	Diploma: (student must provide copy with this request)
Other (please specify): _____	

DELIVERY INFORMATION

In-Person Pick-Up	Pick-Up from 383 Lafayette Street, Manhattan	Pick-Up from 5 Metrotech Center, Brooklyn
Mail	Mailing Address:	
FedEx/Expedited	_____	
If yes, you must include a FedEx shipping label with your form. https://www.fedex.com/lite/lite-ship.html?locale=en_us#address	_____	

STUDENT SIGNATURE to authorize the certification and notarization of your NYU-issued documents

X _____ **Date of request** _____