

Building Owners and Managers Association (BOMA) International

CONFIDENTIAL Transcript Request Form

If you have a college degree but cannot provide a copy of your college diploma, go to your college or university website to order a digital transcript sent directly to BOMA. Note that digital transcripts are preferred.

If your college/university does not offer an online transcript ordering service, you may send this form to them instead. Complete the following information and forward this form to the registrar of the **college or university where you earned your degree**. If you attended multiple schools, we only require a transcript from the one where you received your degree. Check with your school to determine if you must include payment.

Candidate Name: _____ Social Security #: _____

Alternate Name: _____
(if you attended school under a different name)

Mailing Address: _____

City, State, and Zip: _____

Phone #s (list in order of preference): _____

Name of College or University: _____

School Attended within University (if applicable): _____

Enrollment Date: _____ Graduation Date: _____

Degree Earned: _____

Candidate Signature (required): _____

To the College/University Registrar

Please send an official copy of the applicant's transcript to:

education@boma.org

To send a hard copy instead, you can mail transcripts to:

Building Owners and Managers (BOMA) International
1101 15th Street NW, Suite 800, Washington, D.C., 20005

If you have any questions regarding this request, please contact BOMA at 202-326-6321