

Apostille Request

Please complete the following form to request an Apostille.

Please note: The certified statement completed by the University is not an apostille itself, it is the required first step in the process.

UR ID Number

Student Last Name

Student First Name

Date of Birth

Email Address

Phone Number

Please select which document(s) you would like to request for apostille certification:

Transcript Paper transcripts must be ordered through NSC and mailed to the Office of the University Registrar

Number of certifications: _____

Ensure the number of transcripts ordered matches the number of certifications requested

Diploma Original diploma sent via mail to the Office of the University Registrar

Replacement diploma requested online

Number of certifications: _____

Delivery Method

Mail

FedEx

Picked Up by: _____

(Photo ID MUST be presented at time of pick up)

Mailing Details:

Recipient

Address

City, State, Zip Code

Country

FedEx Details, if selected:

I will provide a prepaid FedEx label once I am notified my certified documents are ready.

I will request my transcripts to be sent via FedEx through the NSC transcript ordering website.

Student Signature

Date

Submission Guidelines: This form should be completed, saved, and emailed to registrar@rochester.edu along with any required documents. The submitter will receive email confirmation when the certification process is complete.