Official Transcript Request

Name of Student: ________________________________________________________________________________

School Name: ___________________________________________________________________________________

is applying for a college course through Johns Hopkins University called Explore Engineering Innovation (EEI) or Biomedical Engineering Innovation (BMEI). Please forward the following document(s):

☐ An official transcript
☐ A report card for the most recent grading period, if those grades are not included in the transcript

Signature of individual requesting transcript: ___________________________________________________________

The student is applying to (check one)

☐ Explore Engineering Innovation (EEI)
☐ Biomedical Engineering Innovation (BMEI).

Date: ___________________________________________________________________________________________

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Please email a copy of the document(s) to ei-transcripts@jhu.edu and include this cover sheet.

I certify that the transcript emailed with this cover letter has been validated and is accurate.

School Representative validating transcript name (printed): ______________________________________________

School Representative Title: ________________________________________________________________

School Representative signature: _______________________________________________________________

Date: ___________________________________________________________________________________________

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For our office to consider the transcript “official,” it must be emailed by a school official, not the student or parent/guardian. If you have questions or concerns, please contact us at ei-transcripts@jhu.edu.