



**TOURO COLLEGE BERLIN**

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## US Diploma & Transcript Release

In order for us to release your Diploma, you must obtain financial clearance from the Administration Office. Please mail or bring this form to the Administration Office at the above address for clearance, after which you will receive your Diploma. Congratulations on your achievement!

### PLEASE PRINT

I, \_\_\_\_\_,  
Touro College ID# \_\_\_\_\_, having attended and  
graduated from Touro College International School of Business, with a BS degree in

### **Business Management and Administration: Management**

I Hereby request the release of my US Diploma & Transcript

by hand to:

myself,

or \_\_\_\_\_, designated by me.

by mail

Please mail my Diploma & Transcript to:

Address \_\_\_\_\_

Zip code \_\_\_\_\_ City \_\_\_\_\_ Country \_\_\_\_\_

Thank you.

Student's signature \_\_\_\_\_

Date \_\_\_\_\_

### **FOR OFFICE USE ONLY**

Financial clearance by Director \_\_\_\_\_

Date \_\_\_\_\_

Diploma received by (please sign) \_\_\_\_\_

Date \_\_\_\_\_

Diploma released by Administration Office (please initial) \_\_\_\_\_

Date \_\_\_\_\_