

**NEW MEXICO INSTITUTE OF MINING AND TECHNOLOGY  
ORDER FORM REQUEST FOR APOSTILLED TRANSCRIPT**

*(This Document must be Notarized)*

Please print and complete the following form. Send this along with a request for transcripts and appropriate transcript payment, to the Office of the Registrar.

---

**Person Information:**

Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

\_\_\_\_\_

Email Address \_\_\_\_\_ Phone Number \_\_\_\_\_

ID Number \_\_\_\_\_ Date of Birth \_\_\_\_\_

Country and town; or City and State that the transcript will be going to? \_\_\_\_\_

---

**Notarized Statement for Apostilled Transcript:**

I, \_\_\_\_\_, hereby request a transcript to be Apostilled and attest that the above information is accurate.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Signed by and subscribed in my presence this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_

\_\_\_\_\_  
Signature of Notary Public

\_\_\_\_\_  
Commission Expiration Date

---

**Payment Instructions:**

*Fee if Applicable: transcripts \$15.00*

included with this request and paid for by the institution is a fee of \$3.00 for the Secretary of the State.

Acceptable Payment Types include: Check, Money Order, Cashier's Check, or Credit Card.

Make payment out to: **New Mexico Institute of Mining and Technology**

Send completed form with payment to: **Office of the Registrar  
Joseph A. Fidel Center  
801 Leroy Place  
Socorro, NM 87801**

---

Signature \_\_\_\_\_ Date \_\_\_\_\_