

Privacy Act Information Provided Below

1. Complete in its entirety.
2. Sign the Form
3. Email Form (Encrypted) or Mail form to address listed below:

ASU usarmy.gregg-adams.tradoc.mbx.asu-registrar-office@army.mil

ATTN: ATSZ-AEO-R
 2401 QUARTERS ROAD
 FORT GREGG-ADAMS, VA 23801-1705

The following are contact numbers for your alphabetical category:

Last name starts with **A-H** 804-765-8420
 Last name starts with **I-P** 804-765-8422
 Last name starts with **Q-Z** 804-765-8425

Additional questions please contact the Academic Lead Services Assistant, 804-765-8426.

 (Date)

I have contacted the college or university listed below and they will consider granting credit for the following ASU Courses:

Course Title	Dates Attended	Mode*
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

*indicates Resident, AOCI, DL, On-site/MTT, correspondence, etc.

In accordance with the Privacy Act of 1974, I authorize the release of my academic record to: (provide complete mailing address)

COLLEGE / AGENCY COPY PERSONAL COPY

Name

SSN

Telephone Number

Signature

FT GREGG-ADAMS FORM

April 2023

DATA REQUIRED BY PRIVACY ACT OF 1974:

1. Authority: Executive Order 9397.
2. Principle Purpose: Used as Student identification number.
3. Route Use: SSN is used to access and locate student record files.
4. Mandatory or voluntary disclosure and effect on individual not providing information: If SSN is not provided, Transcript will not be issued.

** Please note that turn-around for transcript requests is 7-10 working days depending upon our workload at the time of your request – please give us adequate time to process your request and get it mailed to your university or college for consideration. Thank-you.