**Part VII: Appendix**

**GLOSSARY OF COMMONLY-USED TERMS**

**Transcript:** An official record of a student's college course work that is maintained by the college Registrar. Courses taken, grades, credits, GPA, and graduation information are included. Unofficial transcripts for student use may be obtained from Academic Advisors.

Official Transcripts are $5 each and should be requested from the Records & Registration Office using the form below. Copies of the form may also be obtained from NPC campuses and centers, or downloaded from the NPC Web page, [www.NPC.edu](http://www.NPC.edu).

Unofficial transcripts for student use may be obtained from Academic Advisors.

**Courses taken, grades, credits, GPA, and graduation information are included.**

If you are unsure of the address of the institution needing your transcript, you can call the NPC Records & Registration Office, or the Registrar's Office at that institution.

Here is the information for the three Arizona state universities:

**ARIZONA STATE UNIVERSITY**
- Main Campus: P.O. Box 875506, Tempe AZ 85287
- East Campus: 6001 S. Power Road, Mesa, AZ 85206
- West Campus: 4701 W. Thunderbird Rd., Phoenix, AZ 85069

**NORTHERN ARIZONA UNIVERSITY**
- Registrar: P.O. Box 4132, Flagstaff AZ 86011

**UNIVERSITY OF ARIZONA**
- Varies by college or division. Please specify on request.

**REQUESTING A TRANSCRIPT**

If you are unsure of the address of the institution needing your transcript, you can call the NPC Records & Registration Office, or the Registrar’s Office at that institution.

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**NOTICE TO RECIPIENT:** Call NPC Records & Registration (928) 524-4761 for any questions or issues concerning this transcript.

**PUBLIC NOTICE OF Nondiscrimination:** The college does not discriminate on the basis of race, color, national origin, religion, marital status, gender, age or disability in admission or access to, or treatment or employment in its educational programs or activities. District grievance procedures will be followed for compliance with Title IX and Section 504 requirements. The Affirmative Action Compliance Officer is Mr. A. Daniel Simper, Director of Personnel, 103 First Avenue at Hopi Drive, Holbrook, Arizona 86025, (928) 524-7621. The Section 504 Compliance Officer is Dr. Adele Darr, Coordinator of Disability Resources and Access, 1001 W. Deuce of Clubs, Show Low, Arizona 85901, (928) 532-6178. The lack of English language skills will not be a barrier to admission and participation in vocational education programs.