

## How do I request a copy of my academic transcript?

Sarah Ryder - 2023-09-06 - Transcripts and awards

An Academic Transcript will be issued to you on the successful completion of your qualification.

### **Ordering a replacement**

**MyNMIT** provides a view of your academic results as well as an easy online ordering and payment process. [Sign in](#)

### **Enrolled students**

As a current student you are entitled to one free transcript during each year of your studies in addition to the one provided on the successful completion of your studies.

For an additional transcript you will be required to pay the \$25.00 administration fee before we can process your order. Please check by emailing [academic@nmit.ac.nz](mailto:academic@nmit.ac.nz) if you are unsure about the payment.

### **Past students**

If your Academic Transcript has been lost or destroyed you can request a replacement to be printed. Before we can process your order we ask that you pay the NZ\$25.00 administration fee. You can pay online or via other payment options.

### **Sample**

# ACADEMIC TRANSCRIPT

Name: Ann Other Student

NMIT Student ID:

12345678

Date of Birth: 13/02/1970

National Student Number:

889999998

## QUALIFICATIONS AWARDED

| Qualification                     | Award Number | Credits | Level | Date Awarded |
|-----------------------------------|--------------|---------|-------|--------------|
| Certificate in Superyacht Crewing | 0123456      | 75      | 4     | 12/12/2014   |

## COURSE RESULTS

| Course  | Result | Credits Awarded | Level | Date Awarded |
|---|--------|-----------------|-------|--------------|
| SSA301 STCW Seafarers Security Awareness        | Pass   | 2               | 3     | 17/03/2015   |
| BSS201 Basic Seamanship Skills                  | Pass   | 5               | 2     | 08/12/2014   |
| CCR401 Competent Crew                           | Pass   | 8               | 4     | 08/12/2014   |
| ENG403 Inboard and Outboard Engine Maintenance  | Pass   | 10              | 4     | 08/12/2014   |
| HFS401 Helicopter and Fire Arm Safety           | Pass   | 5               | 4     | 08/12/2014   |
| HSS401 Hosting and Stewardship                  | Pass   | 15              | 4     | 08/12/2014   |
| NSS401 Basic Navigation and Seamanship          | Pass   | 12              | 4     | 08/12/2014   |
| RAD301 Basic Radar                              | Pass   | 5               | 3     | 08/12/2014   |
| RTO302 Marine Radio Operator Certificate (MROC) | Pass   | 5               | 3     | 08/12/2014   |
| SBT301 STCW Basic Training                      | Pass   | 10              | 3     | 08/12/2014   |

Jackie Rees

Director of Curriculum and Quality

Date

Please refer to the *NMIT Academic Statute*, available on the NMIT website [www.nmit.ac.nz](http://www.nmit.ac.nz), for information on Course Result Keys and Definitions.

Tags

Academic transcript

Course results

### Related Content

- [What's the difference between an award and an academic transcript?](#)