

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

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 in addition to the one provided on the successful completion of your studies. You may be required to pay the \$25.00 administration fee before we can process your order.

### **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.