



DEPARTMENT OF THE AIR FORCE
AIR UNIVERSITY (AETC)

MEMORANDUM FOR NOTIFICATION of TRANSCRIPT ISSUANCE DELAY

ATTN:

Office of the Registrar
60 W Shumacher Ave
Maxwell AFB, AL 36112

SUBJECT: AIR UNIVERSITY TRANSCRIPT DELAY FOR

Dear Representative,

Due to ongoing technical issues and an unusually high volume of requests affecting our records processing system, there will be a delay in issuing this student's requested transcript. Please be assured that our team is actively working to resolve these issues and expedite processing as quickly as possible.

We appreciate your patience and understanding. If you require confirmation of the student's academic status or need additional information in the interim, please feel free to contact our office at AU.SMD.SISSuptLine@us.af.mil.

Sincerely,

Sonja M Boles

Sonja M. Boles
Chief, Enrollment Management and Institutional Affairs
Air University Office of the Registrar