

## **OFFICE OF THE REGISTRAR**

Registrar: Judy Brogden

Contact Information: Office #226 Phone: 470-7342

E-mail: [judy.brogden@duke.edu](mailto:judy.brogden@duke.edu)

Student hours: 8:45am-11:15am Monday-Friday

Students should make appointments to discuss payment of tuition, financial aid disbursements, and accessing/releasing student records.

### **Transcripts**

- Each student receives one transcript upon graduation.
- The first transcript is given at no charge, but each additional transcript has a cost established by the school of nursing.
- Transcripts cannot be sent without written request of the student.
- Transcripts cannot be sent nor received by electronic transfer.

**\*NOTE: No transcript will be issued until all financial obligations have been met.**