

**NEW YORK CITY COLLEGE OF TECHNOLOGY
CITY UNIVERSITY OF NEW YORK**

ACADEMIC CERTIFICATION

I understand that I am required **WITHIN 30 DAYS OF MY EMPLOYMENT** to provide New York City College of Technology with **OFFICIAL** transcript(s) from the institution(s) of higher education where I received my degree(s).

I will immediately request the required transcript(s) and have it sent to:

New York City College of Technology
Human Resources, Namm 321
300 Jay Street
Brooklyn, NY 11201

NAME: _____
(Print)

SIGNATURE: _____

DATE: _____