



# ASPB

*Cultivating a better future  
through plant biology research.*

## 2012 Summer Undergraduate Research Fellowship (SURF)

### TRANSCRIPTS

Official transcripts are required for all applicants.

Submit one official transcript of your college or university academic record. If you have attended more than one institution, you must submit a transcript for each institution.

First Year Students/Freshman (only): also send transcript(s) from all high schools attended.

OFFICIAL transcripts are required for all applicants. This means they are sent *from the institution* as hardcopy documents in envelopes marked with a seal or are sent electronically *from the institution*. Emailed attachments from SURF applicants are NOT considered official transcripts.

#### REQUEST TRANSCRIPTS EARLY!

Transcripts time-stamped or postmarked after the deadline may eliminate your entire application from consideration.

Transcripts can be sent electronically BY THE INSTITUTION to Katie Engen, [katie@aspb.org](mailto:katie@aspb.org).  
Electronic submissions are due by 11:59 p.m. (ET) on February 24, 2012.

Hardcopy transcript submissions must be **postmarked** by 11:59 p.m. (ET) on February 24, 2012.

The mailing address is: American Society of Plant Biologists  
15501 Monona Drive  
Rockville, MD 20855

Katie will upload transcripts to the proper application file prior to the official review process.