

TRANSCRIPTS

Official transcripts are requested through the Office of the Registrar and are only released with the expressed consent and authorization of the student, in compliance with the Family Educational Rights and Privacy Act of 1974 (FERPA). The secured document is certified as of the printing date and is not valid if altered in any way or opened by someone other than the intended recipient.

Official transcripts are released only after the student has fulfilled all financial obligations to the university. Official transcripts issued directly to the student making the request are stamped "ISSUED TO STUDENT". A fee is charged for each transcript issued.