

Policy Information

Issuing Office

Registrar's Office

Last Update

1/13/2020

Affected Parties

Students

Policy Language

Official transcripts are made only at the request of the student. Official transcripts may be withheld until the student has met all of his/her financial obligations to the University.

Policy Rationale

None specified

Definition of Glossary Terms

None specified

Procedural Information

Procedures

Requests for transcripts are to be made directly to the Registrar's Office. There is a \$10.00 fee for one transcript. Additional transcript requests made at the same time are \$1.00 each.

Sanctions

None specified

Exceptions

None

Date of Last Review

6/26/2020