

Texas A&M University

Office of the Registrar

Transcript Request

STUDENT NAME (please print): _____
First Middle Last

SIGNATURE (required): _____

Other names under which you may have attended: _____

Identification Number: _____ Date of Birth: _____

Current Address: _____

City: _____ State: _____ Zip: _____

Home Phone: _____ Office Phone: _____

Email Address: _____

Dates of Attendance: _____ Degree(s): _____

PAYMENT: A check, money order or credit card may be used to pay. Please provide information below for EITHER a check or money order OR a credit card. Please make the check or money order payable to TAMU.

Official transcripts are \$7 each. If you request your transcript faxed, there is a \$4 charge in addition to the cost of the transcript. For example, one (1) transcript and one (1) fax is an \$11 charge. Two (2) transcripts and two (2) faxes is \$22. The printed official transcript will be mailed after it is faxed.

Check or money order enclosed for \$ _____ Number of the check/money order enclosed: _____

Circle one: Visa MasterCard Discover American Express _____ - _____ - _____ - _____

Name on Card: _____ Expiration Date: _____ Amount to Charge \$ _____

DOES EACH OFFICIAL TRANSCRIPT NEED TO BE IN A SEPARATELY SEALED ENVELOPE? Yes ___ No ___

Include TASP/THEA/TSI scores? Yes ___ No ___ Include a copy of the core curriculum? Yes ___ No ___

If you are completing this form at the end of a semester or term, do you want to:

Hold transcript(s) for semester grades? Yes ___ No ___

Hold transcript(s) for degree entry? Yes ___ No ___

Mail transcript(s) to: _____

If you have more addresses, please write or type them on another page and include it with your request.

FAX a transcript to: _____ FAX Number: (____) _____

TAMU is not responsible for an incorrect address or fax number you provide. Only a TAMU transcript will be faxed.

FOR TRANSCRIPT OFFICE USE ONLY

Type of transcript: _____ Terminal _____ Hard Copy _____ Authorization Code: _____

Ordered by: _____ Date: _____ Time: _____