



UNIVERSITY OF ARKANSAS

The University of Arkansas Transcript Request Official Transcripts

Instructions:

1. Complete a separate transcript request for each address to which a transcript is to be sent.
2. Online: <https://www.credentials-inc.com/tplus/?ALUMTRO001108>
3. By mail: Complete the transcript request form below, print, sign, include payment of check or money order and mail to **Office of the Registrar, 141 Uptown East, 1 University of Arkansas, Fayetteville, AR 72701**
4. In person: Complete the transcript form, print, sign, and bring photo ID to the Office of the Registrar at 141 Uptown East. Transcripts can only be released with the written authorization of the student. Identification will be required for transcripts picked up in person. Cash or check only payment at the Registrar's Office.

COMPLETE TO ENSURE PROPER IDENTIFICATION AND HANDLING

Student's Name: _____ Currently Enrolled: Yes No

Former Last Names (if any): _____ If yes, check level:

Student ID or Social Security Number: _____ Undergraduate Graduate Law

Date of Birth (mm/dd/yyyy): _____ If No, last year attended:

Daytime Phone Number: _____ Semester: _____ Year: _____

E-mail Address: _____

Student Address: _____

Delivery Instructions:

Pick Up Mail Now Mail after Posting Grades Mail after Posting Degree

Fax (Additional \$5.00 charge for Faxing the Transcript) Fax Number: _____

Number of Official Copies: _____ \$8.75 per copy Number of Unofficial Copies: _____ \$2.00 per copy
(Unofficial Transcripts must be ordered in person.)

Mail Transcript to: _____

Student Signature: _____ Date: _____