



University of Maryland University College

Office of the Registrar

Official High School Transcript Request Form

As part of the admission requirements, UMUC requires an official copy of my high school transcript. Please process within 7 to 10 business days. The contents of this transcript request form are confidential and for your institution only. Do not forward this form to any person or institution other than UMUC. If you require additional information, please reach me at the phone number listed below.

First	Middle	Last Name	
Address			Apt/Suite/Room
City	State	Zip Code	Best Phone Number
Former Name / AKA		Date of Birth	
High School Name		Graduation Date	
Signature			Date

Please send the official transcript to UMUC:

Electronically (preferred)	U.S. Mail	UPS, FedEx, or DHL
UMUC participates in the following electronic transcript networks: <ul style="list-style-type: none"> • SPEEDE • Parchment • Credentials • National Student Clearing House • eScrip-Safe 	Attn: Undergraduate Transcripts University of Maryland University College 3501 University Blvd East Adelphi, MD 20783	Attn: Undergraduate Transcripts University of Maryland University College 1616 McCormick Drive Office 2386 Largo, MD 20774

Please note that UMUC cannot accept official transcripts via email or fax. Detailed transcript submission information is available at: <http://www.umuc.edu/submittranscript/>