

PRINT CLEARLY

REQUEST FOR TRANSCRIPT

The University of Texas-Pan American

(1) Last Name First Middle

(2) Date of Birth

(3) UTPA Student ID Number

(4) List previous name(s) under which your records may be filed.

(5) Date First Enrolled

(6) Date Last Enrolled

(7) STUDENT'S ADDRESS:

(8) MAIL TRANSCRIPT(S) TO: (Use a separate request for each address)

Email:

NOTE: Transcripts will not be sent if you have a financial obligation at UT-PA. Notify the office of the Registrar, (956) 665-2201, when this obligation has been cleared.

(9) NUMBER OF TRANSCRIPTS TO BE MAILED: \_\_\_\_\_

- Send Transcripts now
Hold for current semester grades
Hold for degree notation

(10) Your Social Security Number will be printed on your transcript unless you indicate otherwise by checking the box below. In order to send your transcript to other institutions electronically your Social Security Number is required:

No, do not print my Social Security Number

I authorize UT-Pan American to mail official transcript(s) of my academic record to the address indicated:

In accordance with PL 93-380, Section 438(b) (4) (B), Privacy Rights of Parents and Students, you are hereby notified that this information is released on the condition that you will not permit any other party to have access to this information without written consent of the individual involved.

Disclosure of your social security number (SSN) is requested from you in order for the University of Texas-Pan American to process your transcript request. No statute or other authority requires that you disclose your SSN for that purpose. Failure to provide your SSN, however, may result in delays in processing your transcript request until further information can be authenticated. Further disclosure of your SSN is governed by the Public Information Act (Chapter 552 of the Texas Government Code) and other applicable law.

(11) Student's Signature

(12) Date

FOR OFFICE USE ONLY

PC FA FAA LIB POL ORR ST AF TSP

Mail this Request for Transcript form to: Office of the Registrar • The University of Texas-Pan American 1201 W. University Drive, SSB 1.150 • Edinburg, TX 78539-2999 Fax (956) 665-2212