

WHEN DO YOU WANT YOUR TRANSCRIPT PROCESSED

There are only two options to choose from.

- Current Transcript – **Process As Is → this option sends now**
- After Degree is Awarded* → this option HOLDS the order until your degree is awarded

**Transcript orders are NOT released when this option is selected and requires UTEP to cancel the order if selected by mistake. You will have to submit a new order if this occurs.*

1

Enter Personal Information

2

Select Transcript and Delivery
Details

3

Confirm Order and Checkout

Select Transcript and Delivery Details

Recipient: UNIVERSITY OF ARIZONA

Processing Details All fields required, unless otherwise indicated

When do you want your transcript processed?

Current Transcript - Process As Is

After Degree Is Awarded

What type of transcript do you want?

Official Transcript, Include SSN

and sent as it is today. It will reflect your grades through your last or latest term.