

Unofficial Transcript Request

A transcript may be requested only by the student to whom it belongs. A TWU transcript is a complete record of a student's enrollment at Texas Woman's University, including all undergraduate, graduate, and professional courses. Partial transcripts are not available.

UNOFFICIAL transcript requests may be faxed to 940-898-3444 or e-mailed to transcripts@twu.edu.

PLEASE PRINT IN **BLOCK LETTERS**

Full Legal Name: _____

Student ID: _____ **Previous names used at TWU:** _____

Your Mailing Address: _____ **Dates of Attendance:** _____

City, State, Zip: _____ **Date of Birth:** ____/____/____

Daytime Phone: (____) _____ - _____ **Email Address:** _____

SENDING INSTRUCTIONS:

E-MAIL ADDRESS: _____

FAX NUMBER: _____ **Attn:** _____

OTHER: _____

I authorize Texas Woman's University to send an unofficial transcript of my academic record to the address listed above. By my signature below I attest that I am the person to whom these records belong.

Signature: _____ **Date:** ____/____/____

TWU Transcript Department, Office of the Registrar
PO Box 425409
Denton, TX 76204-5409
E-mail: transcripts@twu.edu Fax: 940-898-3444