

128 Welcome Center
Houston TX 77204-2027 * (832) 842-1010

Transcripts are \$10.00 per requested copy. Transcript requests and payments are made online using the myUH Self-Service account by current and former students with enrollment in the myUH system. Former students whose last date of enrollment pre-dates the myUH system (effective Spring 2000) may bring this form in person to the Welcome Center or may mail this form, including payment, to our mailing address: **Office of the University Registrar, Houston, TX 77204-2027**. Please include a check or money order payable to: University of Houston. The option to pick up a transcript in person is only available by submitting this form in person at the Welcome Center. If you have questions regarding transcripts, contact our customer service center at (832) 842-1010.

Student Information		
myUH ID NUMBER	<input type="radio"/> Current Student <input type="radio"/> Former Student [Last year attended _____]	
LAST	FIRST	MIDDLE
OTHER NAMES USED WHILE IN ATTENDANCE AT THE UNIVERSITY OF HOUSTON:		
CURRENT MAILING ADDRESS		
CITY	STATE	ZIP CODE
DATE OF BIRTH / /	TELEPHONE NUMBER () -	
EMAIL ADDRESS:		
Transcript Information		
Number of transcripts requested: _____ Sealed or Unsealed <i>(circle one)</i>		
Delivery Information		
<input type="radio"/> Release to student in person at the Welcome Center (Only available if submitted in person.) <input type="radio"/> Mail to the following address: <input type="radio"/> Check here to use student's address above. <i>Transcripts will automatically be sent electronically if the recipient is listed as a partner on the network.</i>		
_____ _____ _____ _____		
Signature		
Signature: _____ Date: _____		

For Office Use Only		
Check/MO#:	Amount:	Processed by:
Check Date:	3rd Party:	3rd Party Name:

State law requires that you be informed of the following: (1) with few exceptions, you are entitled on request to be informed about the information the University collects about you by use of this form; (2) under sections 552.021 and 552.023 of the Government Code, you are entitled to receive and review the information; and (3) under section 559.004 of the Government Code, you are entitled to have the University correct information about you that is incorrect.