



East Austin College Prep Transcript Request Form

(Please, allow 3-5 days for processing)

Student Name: _____ Student ID# or Soc Sec _____ Date of Birth _____ Graduation Year: _____

Address: _____ Apt # _____ City _____ State _____ Zip Code: _____

Primary Phone #: _____ Secondary Phone #: _____

Primary Email Address: _____ @ _____ Secondary Email Address: _____ @ _____

OFFICIAL TRANSCRIPT: (*Sealed, embossed, and includes registrar's signature.*) How many? _____

UNOFFICIAL TRANSCRIPT: (*Does not include seals or signature. Keep for your own records.*) How many? _____

ELECTRONIC TRANSCRIPTS (TREx): _____

___ Angelo State University (6644)

___ Austin Community College (6759)

___ Baylor University (6032)

___ Concordia University (6127)

___ Howard Payne University (6278)

___ Huston-Tillotson University (6280)

___ Our Lady of the Lake University (6550)

___ Prairie View A&M University (6580)

___ Rice University (6609)

___ Sam Houston State University (6643)

___ Shreiner University (6647)

___ Southern Methodist University (6660)

___ Southwestern University (6674)

___ St. Edwards University (6619)

___ St. Mary's University (6637)

___ Stephen F. Austin University (6682)

___ Texas A&M- Kingsville (6822)

___ Texas A&M University (6003)

___ Texas A&M University-Corpus Christi (0366)

___ Texas A&M-Commerce (6188)

___ Texas Christian University (6820)

___ Texas Southern University (6824)

___ Texas State Technical College-Waco (6328)

___ Texas State University (6667)

___ Texas Tech University (6827)

___ Texas Women's University (6826)

___ Trinity University (6831)

___ University of Houston (Main) (6878)

___ University of Houston- Victoria (6917)

___ University of Incarnate Word (6303)

___ University of Mary Hardin-Baylor University (6396)

___ University of Texas at Austin (6882)

___ University of Texas at Arlington (6013)

___ University of Texas at Dallas (6897)

___ University of Texas at El Paso (6829)

___ University of Texas at Rio Grande Valley (6568)

___ University of Texas at San Antonio (6919)

Other: _____

As required by the Texas, student records will be transmitted by the Texas Records Exchanged (TREx). Transcripts of a student's academic achievement record (AAR) may be obtained on request. Students who want copies of transcripts to send to college, employers, or other agencies should make their requests early. With the new state mandated TREx electronic transcript program, students need to request that SAT and ACT test scores be sent directly from the testing agency and not rely on their local transcript to have that information.

IMPORTANT INFORMATION

1. Please, allow 3-5 business days for all transcripts to be processed.
2. If requesting an official transcript (paper version), please pick up transcripts from our Registrar Ms. Erika Williams in due time.
3. Due to enactment of a new Federal Law defined, "Family Education Rights and Privacy Act," effective November 20,1974, it will be impossible to forward any records of grades, rank, test scores, etc. to any other high school, college, or university without a parent signature giving permission for a student under 18 years of age or form the student himself has signed if he/she is 18 years of age or older.

STUDENT SIGNATURE _____ PARENT SIGNATURE _____ DATE REQUESTED _____

*****OFFICE USE ONLY*****

_____ Date Issued

_____ Date TREx sent