



# 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

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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