

# TRANSCRIPT REQUESTS

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All transcripts requests are handled through the Student National Clearing house. You can order them through your student portal by going to the connect.CUChicago.edu (<http://connect.CUChicago.edu>) website and under the Registrar tab click the "transcript request." You will be redirected to the National Student Clearinghouse website to order. There is a fee of \$7.50 per transcript. If you have a hold it must be removed or a transcript will not be issued. Transcripts can be sent electronically or in paper format for pickup. Contact the Registrar's office at [registrar@cuchicago.edu](mailto:registrar@cuchicago.edu) if you have any questions.