



SOUTHERN ILLINOIS UNIVERSITY
**OFFICE OF
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Transcript Request Form

*This will not include work taken through the SIU School of Law. Please visit www.law.siu.edu to request these transcripts.
To request a transcript: Submit this form along with a check or money order made payable to SIU.

Transcripts are \$5 per copy. Our mailing address is:
Southern Illinois University Carbondale
Attn Transcripts
Student Services Building Room 0251
Mailcode 4701
Carbondale, IL 62901-4701

Questions? Please call 618-453-2054 or e-mail transcripts@siu.edu

Student Information

Last Name: _____ First Name: _____ Middle Name: _____
Maiden or other names of attendance: _____ Date of Birth: _____
Dawgtag: _____ SSN (optional) _____ Dates of Attendance: _____
*See below for details
Daytime Phone: _____ Email address: _____
Street: _____ City: _____ State: _____ Zip: _____

Delivery Address for Transcript(s)

Name: _____ Number of copies to this address: _____
Address: _____

City: _____ State: _____ Zip: _____

Pick-Up Release Authorization - photo ID required for pick up

I will pick up transcript(s) (Available next business day after 2pm.) Number of copies requested _____

I authorize _____ to pick up my transcript(s). Name must be provided when placing request.

Processing Options (must choose one) Once indicated, this cannot be changed.

- Mail Immediately (current term grades and/or degree may not appear on transcript)
- Hold for Degree Posting
- Hold for Grade Posting
- I need an Apostille on my transcript(s)

Student Signature (REQUIRED) _____

*Your Social Security Number is not required but recommended and will prevent potential delays in processing your request.

Payment Information

Checked in by _____ Payment received _____ Date ordered _____ # of copies _____

I certify this transcript request has been picked up _____ Date _____