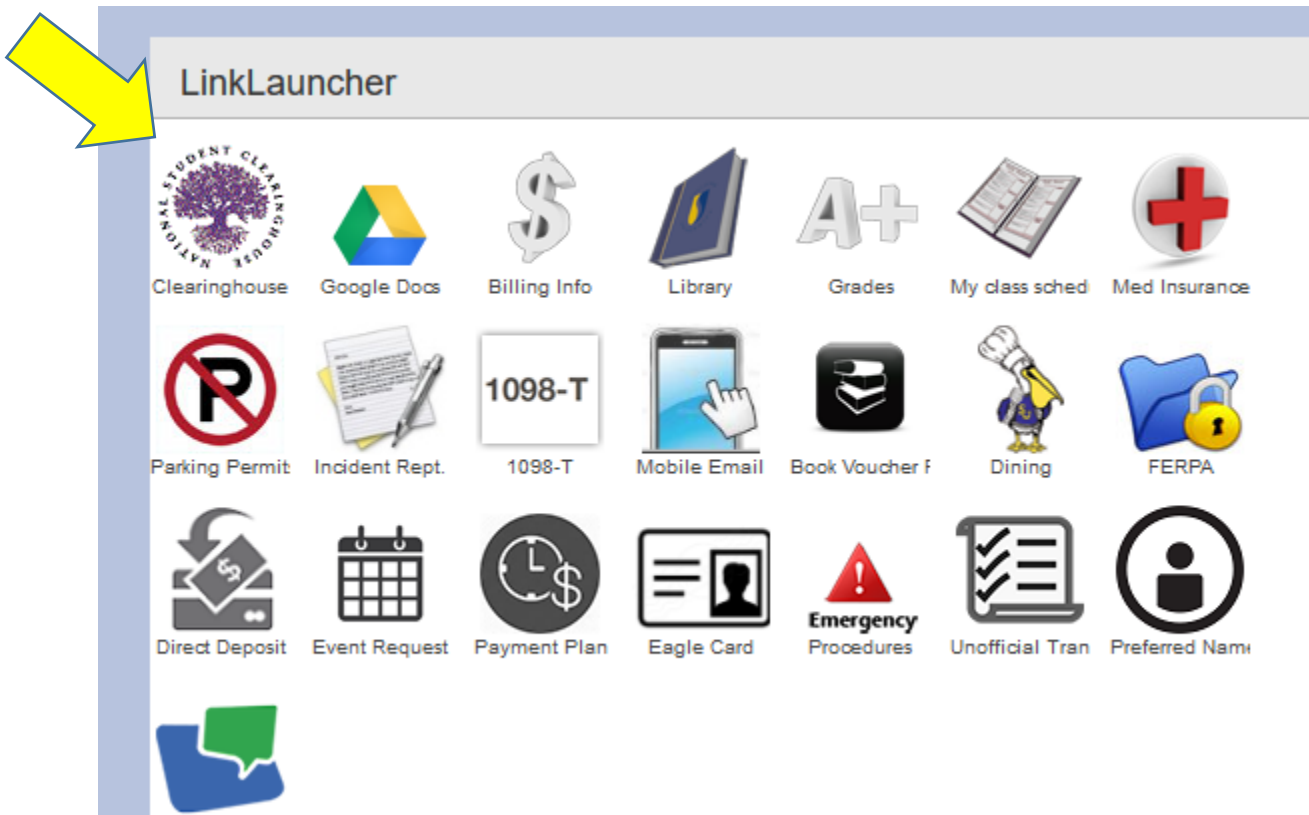


How do I order a transcript?

Students may obtain an official transcript or enrollment verification from the National Student Clearinghouse. The link to the NSC site is on the portal under Link Launcher. Transcripts cost \$8 and can be delivered electronically or in paper form. Be sure to have your student ID number and a credit card for payment.



On the self-service page select "Order or track a transcript" to order a transcript. You can select Obtain an enrollment certificate if you just need proof of enrollment for an employer, health insurer or other institution.

Student Self-Service Site



Welcome. This service is offered by the National Student Clearinghouse in cooperation with SPALDING UNIVERSITY.

IMPORTANT: Do NOT use the browser forward/back buttons. [Log Out](#) when you are done to protect the privacy of your records.

Please select from the following options:

- [Obtain an enrollment certificate](#) to print and mail to a health insurer or other company that requests proof of my enrollment.
 Current enrollment All enrollment
- View the [enrollment information on file](#) with the Clearinghouse.
- View the [student loan deferment notifications](#) that the Clearinghouse has provided to my loan holders (lenders and guarantors).
- View the [proof\(s\) of enrollment](#) that the Clearinghouse has provided to my health insurers and other providers of student services o
- [View](#) specific information about my student loans. [LoanLocator](#)
- [Order or track a transcript](#)

To ensure the security and confidentiality of sensitive information being transmitted over the Internet, the Clearinghouse protects its custom by using Secure Socket Layer (SSL) technology provided by the VeriSign Secure Site Program. SSL encrypts/unencrypts the data before t Server/Client sends or receives transmissions.