

# TRANSCRIPTS

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Graduate transcripts are produced in collaboration with Parchment ordering services, and can be delivered electronically, via postal mail, or picked up at the Graduate Registrar's Office. All transcript orders must be placed in the Parchment ordering system, accessible from the Graduate Registrar's transcript page (<https://graduate.lclark.edu/offices/registrar/transcripts/>). It may take up to five working days before the transcript will be produced and sent depending on the delivery method. If students are interested in securing copies of transcripts from other schools, they must contact those institutions directly.

## **Transcript Fees**

Graduate transcripts are \$10 each. Continuing Education transcripts are \$3.70 each.

## **Unofficial Transcripts**

Current students can access unofficial transcripts in WebAdvisor (<https://webadvisor.lclark.edu/WebAdvisor/WebAdvisor/?TYPE=M&PID=CORE-WBMAIN&TOKENIDX=4611102533>) under the "Academic Profile" heading. Unofficial transcripts are intended for advising purposes only and are not available to former students.

## **Undergraduate and Law School Request**

If you also completed undergraduate coursework with Lewis & Clark College of Arts and Sciences, request those transcripts separately through the CAS Registrar's Office (<https://college.lclark.edu/offices/registrar/transcripts/>). If you also completed law coursework with Lewis & Clark Law School, request those transcripts separately through the Law Registrar's Office (<https://law.lclark.edu/offices/registrar/>).