

# Transcripts

Transcripts are provided by the Registrar's Office (1-800-WILKESU). They are issued only upon request by the student in either written or electronic form. The electronic request form is available via the Wilkes portal under the Student tab (Student Services-Registrar-Transcripts).

A student requesting a transcript in person at the Registrar's Office, located at Capin Hall, 1st floor must present valid photo identification.

Transcripts given directly or mailed to students do not carry the University seal and are not official. The seal is attached only when the transcript is mailed directly from the University to another academic institution or authorized agency.

A transcript of work completed at any college or university other than Wilkes University must be obtained directly from that institution.