# **Transcripts**

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#### **Transcripts**

Please see below for common questions regarding transcripts:

### **Requesting CSU-Global Transcripts**

Please see the following article for step-by-step instructions on how to order CSU-Global official or unofficial transcripts: How do I request a copy of my transcripts?

## Requesting Transcripts from Other Universities/Alternative Credit Resources

Other Universities or Alternative Credit Resources will each have a unique way to order transcripts. Many organizations are moving to online ordering, however, some still require an order request form and/or charge a fee. Please contact your University/Organization directly for more information about how to request an official transcript.

If you are obtaining an Official Transcript for CSU-Global to review, please remember to:

- Send electronic transcripts directly to admissions@csuglobal.edu for evaluation
- For mailed transcripts, send to:

Colorado State University - Global Campus

Attention: Admissions

585 Salida Way

Aurora, CO 80011

Most importantly, don't forget that transcripts are no longer official if they have been opened. Therefore, you should have all transcripts, including electronic transcripts, sent directly to CSU-Global

## Having Transcripts Reviewed by CSU-Global

- Once transcripts are received at CSU-Global, they will be evaluated for transferability and any accepted credits will be posted to your student account
- Evaluation for new students are completed within 2-3 business days. Evaluations for active students are completed within 3-5 business days
- If you want your transcript reviewed a second time, please submit a Credit Evaluation Appeal (via email) to the Office of the Registrar (registrar@csuglobal.edu) within 14 days of receiving your initial transfer credit evaluation. Another review will be completed with a decision within 2 weeks

#### **Transfer Credit Rules/Limits**

• Please see Transfer Credits