

# TRANSCRIPTS

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A transcript is an official copy of a student's academic record showing the student's academic status at the time it is issued. The official transcript includes the complete academic record of courses taken at the University of Denver. Transcripts may be ordered online, by mail or fax, or in person at University Hall, garden level in the main hall. Transcripts require one to two working days of processing time. To order official transcripts online, log in to PioneerWeb (<https://PioneerWeb.du.edu>), Student Tab, Student Information, Records/Requests and then Transcripts: Request Printed/Official View Unofficial Web. A credit card is needed to complete online orders. To order transcripts by mail or fax, a signed Transcript Order Form (<http://www.du.edu/registrar/media/documents/transcript.pdf>) is required along with payment in the form of cash, check or money order. An email request is NOT accepted.

Send written transcript requests to

University of Denver  
Office of the Registrar  
2197 S. University Blvd.  
Denver, CO 80208-9405  
Attn: Transcripts

Official transcripts are NOT ISSUED until ALL OUTSTANDING ACCOUNTS with the University are paid. Students may check for current holds at PioneerWeb (<https://PioneerWeb.du.edu>). The registrar does not hold transcripts pending change of grade. "Issued to Student" is stamped on official transcripts sent to or picked up by students.

Unofficial transcripts or transcripts from Colorado Women's College/Temple Buell are also available through this method.

## Contact Information

For transcript information and status inquiries, call 303-871-4095 or email [transcripts@du.edu](mailto:transcripts@du.edu).