

## **Transcript Fees**

All costs for transcript services except the online transcript service will be charged to the student. Payment is required with the transcript; insufficient payment will result in delays in processing.

- **Basic Transcript Services** - \$3/copy, charging in addition to all other costs outlined below.
- **Faxing** - \$2 flat fee, plus basic service fee
- **Rush Service (24 hours service)** - \$10 rush fee, plus basic service fee. Please Note: Same day transcript processing will result in a rush fee plus basic service fee.
- **Overnight and Two Day Mail Services**
  - **Federal Express** – Rates change daily, quote for services is based on the Federal Express website. Please Note: Federal Express does not deliver to Po Box's.
  - **Priority Mail** – Current rate \$4.95, plus basic service fee
  - **Express Mail** - Current rate \$18.30, plus basic service fee