

November 1, 2021

To: Requestors for Transcripts (Third-Party)

From: University Registrar, The University of New Mexico

Greetings:

The Office of the University Registrar within the Division of Enrollment Management have approved the following processing changes effective January 1, 2022.

- Unofficial Transcripts are no longer available to third-parties via in person or mail. Third-party transcript requestors may order Official Transcripts through our authorized transcript provider, Parchment. A signed consent from the student is a required part of the ordering process.

The address to the ordering process is below.

<https://registrar.unm.edu/transcripts/request-online.html>

- Third-party requests for enrollment or degree verifications must be submitted through the National Student Clearinghouse.

As stated in the University of New Mexico Catalog limited exceptions exist for students with enrollment prior to the summer of 1983 as well as Military Personnel.

<https://registrar.unm.edu/verifications-and-certifications/index.html>

More guidance is available at <https://registrar.unm.edu> You may also email UNMREG@unm.edu if you have further questions.

Thank you for your support as we work to improve our level of Service.

Sincerely,

Michael Rendon
University Registrar