

FINAL OFFICIAL TRANSCRIPTS

<https://www.clemson.edu/graduate/admissions/preparing-to-apply/supporting-materials.html>

Final official transcripts for a bachelor's degree and any subsequent degrees are required of applicants who are admitted to the Graduate School at Clemson University. Upon receiving official notice of your acceptance, you should request final official transcripts from the institution(s) where you completed previous academic work.

- A **registration hold** will be placed on your record at the end of your first semester of enrollment if all final official transcripts have not been received.
- Transcripts are considered final and official only if they are received by the Clemson University Graduate Admissions Office in a **sealed envelope** or electronically directly from the issuing institution.
 - If you choose to hand-deliver the transcript to Graduate Admissions, you **must not open/reseal the envelope**.
- For a transcript to be considered final and official, it **must display the title of the earned degree and date awarded**.

Digital Transcripts

- Please use gstranscripts@clemson.edu to submit a secure final official transcript electronically, directly from your institution's Registrar's Office.
 - All other inquiries should be directed to grdapp@clemson.edu.
- If your institution uses Parchment or Clearinghouse to deliver transcripts, select **Clemson University Graduate School** when prompted to select an institution.

International Applicants

- Final official transcripts must be received by Clemson University in a **sealed envelope** from the issuing institution.
- A list of all courses and grades, along with the title of the degree earned and the date the degree was awarded, must be noted to be considered a final official transcript.
- **Official certificates or diplomas** should accompany any transcripts that do not note the degree earned and date awarded directly on the transcripts. The Graduate Admissions Office will make a copy of and return original certificates (not transcripts) to the student.
- **Provisional Degree Certificates** are acceptable if a Final Degree Certificate is not available during the student's first term of enrollment at Clemson University.
- Do not send secondary school (high school) transcripts or any type of certificates other than degree certificates.

Transcript Translations

An English translation of all transcripts is required. *Official evaluations showing US degree equivalency may be requested at the discretion of The Graduate School or academic program.*

Translations are accepted from the issuing institution or translations provided by any [NACES](#) or [AICE](#) recognized credential evaluation service. Some do not provide translations. A few companies which do provide transcript translations are:

- [Spantran](#)
- [Josef Silny and Associates](#)
- [Scholaro](#)
- Chinese applicants may use the [CSSD](#) (Center for Student Services and Development, Ministry of Education, P.R. China)

You are welcome to use any NACES or AICE-recognized company. Clemson does not endorse any particular company.

Additional Options

If you are not able to provide final official transcripts in a sealed university envelope, we will accept transcripts or transcript verifications from the following services:

WES - <https://www.wes.org/>

Spantran - <https://www.spantran.com/>

Josef Silny & Associates, Inc. - <https://www.jsilny.org/>

High School Transcripts

Any high school transcripts received by the Office of Graduate Admissions are sent to the Office of Undergraduate Admission. Undergraduate applicants should contact apply@admission.clemson.edu for more information.

Retention Policy

Transcripts and documents received as part of an application package are retained in accordance with South Carolina law.

Additional Questions

If you have questions about submitting final official transcripts, please contact Graduate Admissions at gdapp@clemson.edu.