Finish@UT/UTOC Transcript Contacts

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| 06/01/2020: As many campuses are working remotely during the COVID-19 pandemic, some campuses do not have the ability to send or receive physical mail at this time. I have noted below the campuses that will be sending and receiving electronic copies of transcripts, and those who are still able to receive physically mailed transcripts. Please be patient, as some campuses are experiencing delays with grades being posted. After grades are posted at the end of a semester, Host Campuses may use the Host Campus transcript report in the Finish@UT portal to know which transcripts need to be sent to students’ home campuses. Host Institutions should send official transcripts to the contacts/offices listed below. Please email a list of the transcripts sent and a list of those not sent, with the reason, and please copy Finish@UTsystem.edu.Home Campuses may use the Home Campus Transcript Report in the Finish@UT portal to know which student transcripts to expect from the various Host Campuses.Please send all transcripts within one week of grades being posted. |
| **Campus** | **Home Campus Contact –** **Receives Host Campus Transcripts:** | **Host Campus Contact –** **Sends Transcripts to Student Home Campus:** |
| UT Arlington\*Sending & receiving emailed transcripts only during COVID-19 remote working conditions.  | UT Arlington (UTOC Program)Attn: Amanda GodwinUTA BOX 19088Arlington, TX 76019UTOC@uta.edu (817) 272-0328 | Sends Host Transcripts: Amanda GodwinUTOC@uta.edu (817) 272-0328 |
| UT Austin | Electronic (SPEEDE) transcripts preferredSend **undergrad** transcripts to: The University of Texas at AustinOffice of Admissions Processing Main 13P.O. Box 8058Austin, TX 78713Send **graduate** transcripts to:The University of Texas at AustinGraduate and International Admissions CenterP.O. Box 7608Austin, TX 78713-7608 | UT Austin does not currently host courses in Finish@UT. |
| UT Dallas\*Receiving emailed and physically mailed transcripts during COVID-19 remote working conditions.  | UT DallasOffice of the Registrar - ROC 13ATTN: Steven Hawker800 West Campbell RoadRichardson, TX 75080-3021Steven.Hawker@utdallas.edu(972) 883-5216 | UT Dallas does not currently host courses in Finish@UT. |

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| **Campus** | **Home Campus Contact –** **Receives Host Campus Transcripts:** | **Host Campus Contact –** **Sends Transcripts to Student Home Campus:** |
| UT El Paso\*Sending & receiving electronic transcripts, mailed transcripts  | Registration and Records OfficeUT El PasoAttn: Ashley Hernandez500 West University AvenueEl Paso, Texas 79968Amhernandez24@utep.edu(915) 747-6104 | Sends Host Transcripts: Ashley HernandezAmhernandez24@utep.edu(915) 747-6104 |
| UT Permian Basin\*Sending & receiving physically mailed transcripts to/from UTD & UTRGV and sending & receiving electronically to/from all other campuses. | Office of the RegistrarUT Permian BasinAttn: Registrar – Himani Bhandari4901 East UniversityOdessa, Texas 79762bhandari\_h@utpb.edu(432) 552-2638 | Sends Host Transcripts:Himani Bhandaribhandari\_h@utpb.edu(432) 552-2638 |
| UT Rio Grande Valley\* Sending & receiving physically mailed transcripts to/from UTD & UTPB and sending & receiving electronically to/from all other campuses. | UT Rio Grande Valley Office of AdmissionsAttn: Marybel Gonzalez, ESSBL 1.1591201 West University DriveEdinburg, Texas 78539-2999marybel.gonzalez@utrgv.edu(956) 665-2957 Can be received via:hard copyelectronic (PDF / EDI)Email: application@utrgv.edu | Sends Host Transcripts:Litzy Hernandez(956) 882-7815litzy.hernandez03@utrgv.eduVictoria Mayans(956) 882-6515victoria.mayans01@utrgv.eduMain contact is Litzy, Victoria is backup. |
| UT San Antonio\*Sending & receiving emailed transcripts, mailed transcripts | Office of the RegistrarAttn: Chronika WinnUT San Antonio, Main CampusOne UTSA CircleSan Antonio, TX 78249-1644chronika.winn@utsa.edu (210) 458-6523 | Sends Host Transcripts: Chronika Winnchronika.winn@utsa.edu (210) 458-6523 |
| UT Tyler | Electronic Preferred UT TylerATTN: Admissions Processing (STE 230)3900 University Blvd. Tyler, TX  75799processing@uttyler.edu903.566.7180 | Sends Host Transcripts:Travis Longinotlongino@uttyler.edu903.565.5629 |
| UT MD Anderson\*Receiving emailed transcripts only during COVID-19 remote working conditions.  | UTHealth Office of the Registrar PO Box 20036Houston, TX 77225admissions@uth.tmc.edu(713) 500-3361 | UT MD Anderson does not currently host courses in Finish@UT. |
| UT Medical Branch – Galveston\*Receiving emailed transcripts only during COVID-19 remote working conditions.  | Electronic (SPEEDE) transcripts preferredUTMB Enrollment ServicesAttn: Leann Carmical301 University BlvdGalveston, TX 77555-1305lecarmic@utmb.edu (409) 772-4952 | UT Medical Branch-Galveston does not currently host courses in Finish@UT. |