

TRANSCRIPT REQUEST FORM

This form is to be used by applicants to forward transcripts to Liberty University for admission consideration.

Please complete and send to the high school/college of the applicant. **Do NOT send to Liberty University** — send to the school you are requesting the transcript from, and they will forward directly to Liberty University.

Step 1 Applicant Information and Consent

Last First Middle First Birthdate

Social Security Number

By printing your name above, you hereby authorize release of your academic records to Liberty University as part of this application for admission.

Student Signature Date

Step 2 Information for Guidance Counselor/Registrar

An official preliminary transcript contains the following: (for the purpose of applying to Liberty University)

- Final grades by course (grades 9-11)
- Grading scale
- Cumulative GPA
- Signature of school official

An official final transcript contains the following: (for the purpose of a complete record)

- Graduation date (MM/DD/YYYY)
- Final grades by course (grades 9-12)
- Grading scale
- Cumulative GPA
- Signature of school official

Please also include all available SAT/ACT/CLT test scores.

Acceptable methods for receipt of transcripts are as follows:

- 1) Through the sending school's preferred electronic transcript vendor
- 2) By fax sent directly from the sending school to **(800) 542-2311 (HIGH SCHOOL TRANSCRIPTS ONLY)**
- 3) By email attachment sent directly from the sending school to **admissionsdocs@liberty.edu (HIGH SCHOOL TRANSCRIPTS ONLY)**
- 4) By conventional mail in a sealed envelope from the school:

Liberty University
MSC 710686
Attn: Admissions Verification
1971 University Blvd.
Lynchburg, VA 24515

Non-discrimination Statement

Liberty University does not engage in unlawful discrimination or harassment because of race, color, ancestry, religion, age, sex, national origin, pregnancy or childbirth, disability, or military veteran status in its educational programs and activities. Liberty University maintains its Christian character and reserves its right to discriminate on the basis of religion to the extent that applicable law respects its right to act in furtherance of its religious objectives. The following persons have been designated to coordinate Liberty University's compliance with certain anti-discrimination laws: Coordinator of LU Online Disability Academic Support at (434) 592-5417 or luoodas@liberty.edu; Director of Disability Academic Support (Residential) at (434) 582-2159 or odas@liberty.edu; Title IX Coordinator at (434) 582-8948 or TitleIX@liberty.edu.