



900 East Washington Street • Greensboro, NC 27401 • 336.370.8620

ORDERING TRANSCRIPTS ONLINE

ATTENTION ALUMNAE and FORMER STUDENTS:

Bennett College has authorized the National Student Clearinghouse to provide transcript ordering via the web. You can order transcripts using any major credit card (or debit card with Visa/MasterCard logo). Your card will only be charged after your order has been completed.

- “ To order an official transcript(s), go to www.getmytranscript.com
 - “ Select Bennett College from the drop down menu.
- “ The site will prompt you through placing your order, including delivery options and fees. You can order as many transcripts as you like in a single session. A processing fee will be charged per recipient.
- “ Order updates will be emailed to you (or text message if mobile phone option is selected). You can also track your order online.
 - “ Questions, please contact the Office of the Registrar at 336-370-8620 or registrar@bennett.edu

ATTENTION CURRENT STUDENTS:

PLEASE LOGON TO BELLENET TO ACCESS THE TRANSCRIPT REQUEST FORM. SELECT THE *ACADEMIC* TAB AND SELECT THE *STUDENT FORMS* FOLDER. CLICK ON THE *CUS CLEARINGHOUSE SELF SERVICE ACCESS* AND SELECT “**ORDER OR TRACK A TRANSCRIPT**”.

