

Spring 2019

Rising Scholars students,

If you are taking a class for college credit through our Rising Scholars program with Northern State University your grade will AUTOMATICALLY follow you to any South Dakota Board of Regents institution. (South Dakota State University, University of South Dakota, School of Mines, Black Hills State, Dakota State University, Northern State University, South Dakota School for the Deaf, South Dakota School for the Blind, and University Center) If you are attending an institution other than those listed above, you **WILL NEED to request a transcript from NSU to be sent to the institution of your choice.** The steps to do this are listed below. If you have other questions feel free to contact Michelle Stemwedel at Michelle.Stemwedel@k12.sd.us.

***Note that Augustana and University of Sioux Falls are NOT within the Board of Regents System and you will need to request a transcript.**

1. Go to <http://www.northern.edu/academics/registrar/Pages/transcripts.aspx>
2. Click on *Transcript Request Form*.
3. Print the form and fill it out for your specific institution.
4. Send it to NSU along with the fee requested (\$9.00).
5. Northern will send the transcript to the institution of your choice.

*It is possible to request an unofficial transcript through WebAdvisor OR to request a transcript on-line through Parchment. These directions can be found at the website listed above.