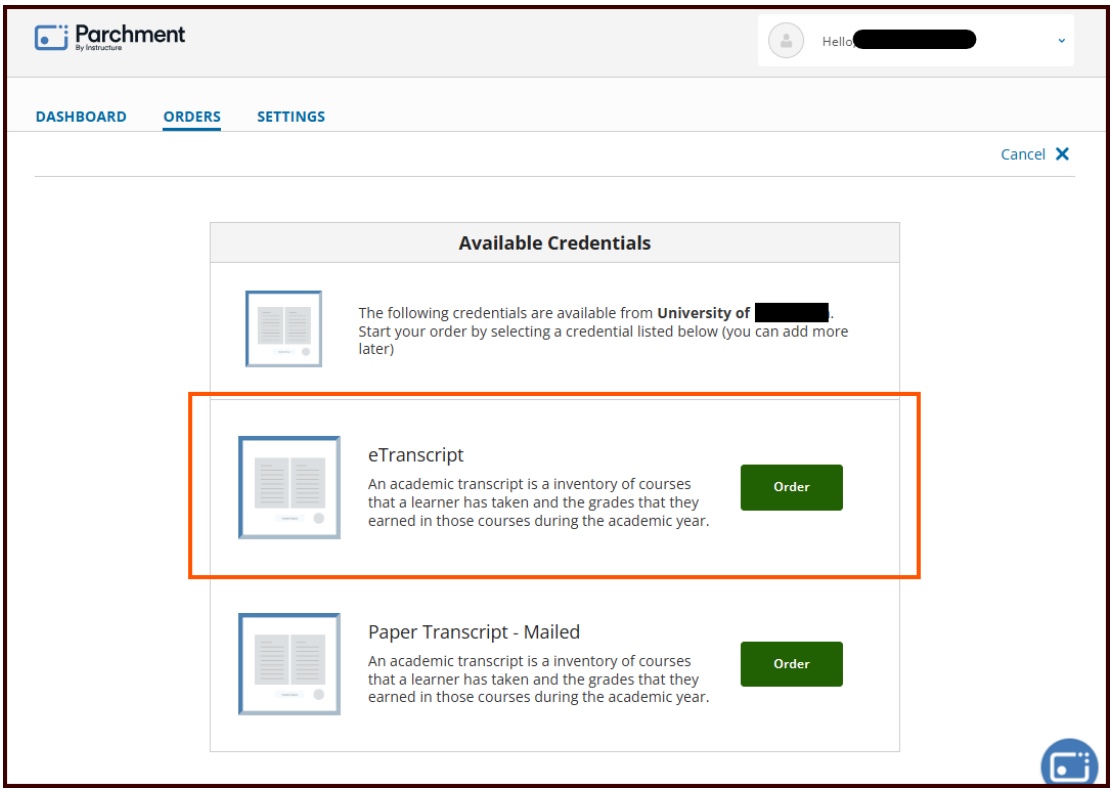
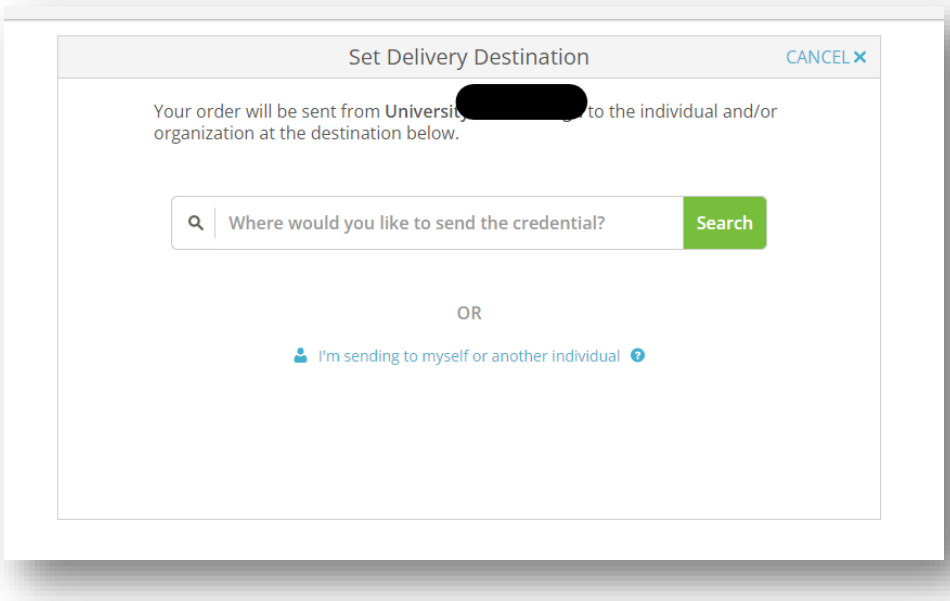
Parchment Transcript Delivery Instructions for
Carnegie Mellon University – Heinz College Graduate Admissions

After logging into Parchment (for US-based schools, this would usually be from a link on your registrar's office website), you should see the possible ways to order your official transcript.

Select "eTranscript" if it is available. We prefer eTranscript delivery and can process them more quickly. If "eTranscript" is not available, you may select Paper Transcript – Mailed.



You will be taken to the "Set Delivery Destination" screen. (Keep reading for important details!)



Parchment Transcript Delivery Instructions for
Carnegie Mellon University – Heinz College Graduate Admissions

Set Delivery Destination:

1. Search on the words: **Carnegie heinz**
2. Several listings for Carnegie Mellon will appear.
3. Select *ONLY* **Carnegie Mellon University, Heinz College Graduate Admission**. You MUST select the listing with "Heinz College". This is highlighted in the screenshot below. (We do not receive transcripts sent via Parchment to any other listing for CMU.)
4. Follow remaining steps in Parchment to complete the official transcript order.

