

How to apply for a former student transcript

Transcripts are priced according to the start date of your course.

If your studies commenced **before the year 2000**, please select one copy from the “Pre 2000” column priced at £20.00.

If your studies commenced **in or after the year 2000**, please select one copy from the “Post 2000” column priced at £10.00.

You are only able to order one digital copy but we can send this to multiple email addresses.

If you try to increase the quantity using the “add” button you will see the following message:

“Customer Warning: You have exceeded the ordering limits for the item. Please reduce the quantity ordered in your basket before proceeding...”

You can only order transcripts for one course/qualification at a time. If you require a transcript for more than one course/qualification you will need to order these separately e.g. pay for a transcript for your undergraduate degree and then log in and place a separate order for your postgraduate degree. This method will ensure that you are charged correctly.