

ELECTRONIC TRANSCRIPT EXCHANGE:

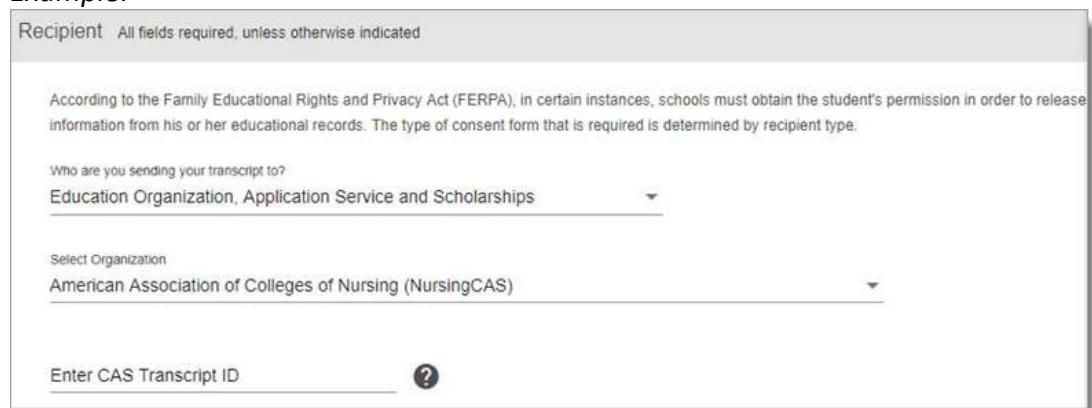
- ETX is a service that enables educational institutions, application services, and organizations to exchange electronic transcripts securely via National Student Clearinghouse.
- If your receiving school participates in NSC's Electronic Transcript Exchange, your transcript will be sent via ETX.
- Please note that electronic exchange transcripts are not the same as emailed electronic transcripts. If you are asked for a recipient email address, then the recipient is not a participant of the exchange.

National Student Clearinghouse Ordering Instructions

[Click here](#) to begin the process, then complete the following:

1. From the menu bar, click **Students > Order a Transcript**.
2. Enter University of California-Merced, then click **Continue**.
3. Enter your Personal Information. Click **Continue**.
4. Read the School Notification page before submitting order. Click **Order Transcript(s)**.
5. Follow the prompts and enter the required information.
 - Select the recipient (i.e., **Who are you sending your transcript to?**)
 - In the drop-down, search for the association name, college or university, such as in the example below.
 - Please note that electronic exchange transcripts are not the same as emailed electronic transcripts. If you are asked for a recipient email address, then it is not a participant of the exchange.

Example:



The screenshot shows a web form titled "Recipient" with the instruction "All fields required, unless otherwise indicated". Below the title is a paragraph of text: "According to the Family Educational Rights and Privacy Act (FERPA), in certain instances, schools must obtain the student's permission in order to release information from his or her educational records. The type of consent form that is required is determined by recipient type." The form contains two dropdown menus. The first is labeled "Who are you sending your transcript to?" and has the selected option "Education Organization, Application Service and Scholarships". The second is labeled "Select Organization" and has the selected option "American Association of Colleges of Nursing (NursingCAS)". At the bottom of the form is a text input field labeled "Enter CAS Transcript ID" with a question mark icon to its right.