

Instructions for Submitting Transfer Work

In order to preliminarily clear your records, we should receive grade(s) for transfer course work by **December 17, 2021**.

Your instructor will submit grades to their school registrar, who may in turn e-mail our office with those grade(s). Please inform them of the e-mail address for grade submission: Graduation@tamuc.edu - this allows us to have an unofficial record from the institution and serve you more quickly.

An official transcript from the other institution must be submitted to Undergraduate Admissions no later than 5:00 pm on Friday, January 07, 2022.

Texas A&M-Commerce
Attn: Undergraduate Admissions
P.O. Box 3011
Commerce, TX 75429-3011
Graduation@tamuc.edu

OR

Admissions@tamuc.edu