

Transcript of Academic Record



REQUEST

A Transcript of Academic Record (Transcript) can be requested at any time of a student's enrolment, including after graduation, course discontinuance or intermission.

A transcript request fee is applicable: \$15 digital copy, \$25 hard copy. Graduates will be provided with a digital copy of their transcript free of charge at graduation.

A digital copy of your transcript will be made available to you via the My eEquals platform.

A transcript will not be released without financial clearance from the Student Finance Office which is determined at the time of online payment.

Payment can be made via the secure online payment system. Standard postage (both domestic and international) is included in this fee if you request a hard copy. Should you require express/registered or courier delivery, this will incur an additional fee (determined at the time of your request by emailing **studentadmin@avondale.edu.au**).

A transcript is only released to the individual student unless prior arrangements have been made by the student for it to be collected by a proxy (determined at the time of your request by emailing **studentadmin@avondale.edu.au**).

Proceed directly to the **Request for Academic Documents** web page to order your academic document.