

TRANSCRIPT POLICY FOR FORMER SMD STUDENTS WHO DID NOT GRADUATE

(Effective September 29, 2010)

When a SMD student's status ends before completing the MD degree (transfers, withdraws or dismissed), the Registrar's Office will provide the former student with one unofficial transcript, which can be duplicated as needed. **Note:** Official transcripts will not be given or sent to former students.

As a courtesy, the school will send up to five official transcripts without charge to eligible requesting sources (institutions of higher learning, lenders, credentialing bodies). Former students who need more than five official transcripts will pay the prevailing per transcript fee. The current fee is \$25.00 per transcript.

Transcript requests are generally processed within five (5) business days. Transcript fees paid with personal checks will increase the processing period by at least five days or until the check clears the bank.

For additional information contact the Registrar's Office at 585-275-4541 or mdreg2@urmc.rochester.edu