



**Master of Arts in Education**  
**GRADUATE TEACHER LICENSURE PROGRAM**  
Regis College  
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(303) 458-4135 or 1-800-388-2366 ext. 4349  
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## **Transcript Request for Admission**

### Instructions

Please obtain official transcripts from all colleges and universities from which you earned credit. This would include undergraduate degree, other degrees conferred, and graduate credits. All transcripts must be submitted by the institution directly to the Master of Arts in Education office, and may not be an unofficial transcript issued to the student.

Contact individual university websites for specific instructions (keyword: transcripts).

### Regis University and Loretto Heights graduates

Our office will obtain your transcript from the Registrar's office. Therefore, please do not submit a transcript request form to the Registrar. There is no charge for this service.

### **Send official transcripts only to this address:**

Regis University  
Master of Arts in Education  
Regis College  
Mail Code H-20  
3333 Regis Boulevard  
Denver, CO 80221

Or email directly to: [mae@regis.edu](mailto:mae@regis.edu)