



Steps to ordering a transcript to be sent electronically to ESPB from Parchment.

- If your university uses Parchment to provide official transcript ordering via the web, follow the link from your Registrar's webpage to the Parchment website.
- Register for a Parchment account if you don't already have one.
- To send a transcript to ESPB, you must click the link to [I'm sending to myself or another individual](#), then choose [I am sending this order to another individual](#). (Our agency name does not appear as an option if you use the search box.)
- Follow the steps to have an eTranscript sent to espbinfo@nd.gov.

Click here to send a transcript to ESPB

OR

 [I'm sending to myself or another individual](#) 

OR

[I'm sending to myself or another individual](#) 

[I am sending this order to myself](#)


[I am sending this order to another individual](#)

<BACK


Set Delivery Destination

CANCEL X

Your order will be sent from **University of North Dakota** to the individual and/or organization at the destination below. Select a delivery method for your order



Electronic
Delivered By Email



Print & Mailed
Printed On Paper & Mailed

Choose electronic or paper delivery. Electronic is best.

RECIPIENT INFORMATION

✓ ESPB

✓ espbinfo@nd.gov

✓ espbinfo@nd.gov

Continue

Please have your official electronic transcript sent to espbinfo@nd.gov



Transcript

For:

FROM

Delivery Method: **Electronic**

Credential Fee: \$12.00

TO
ESPB
espbinfo@nd.gov

Item Total: \$12.00

Choose the appropriate option for your situation

Purpose

✓ Certification or Licensure

* When do you want this sent?

✓ Send Now

Send Now

Hold for Degree

Would you like to add an attachment file? (optional)