



## OFFICE OF THE REGISTRAR

registrar@eastms.edu

Susan White, Registrar  
Karen Briggs, Associate Registrar

### FERPA Information

Family Educational Rights and Privacy Act (FERPA) is the federal law that protects the privacy of student education records. Please visit the current Catalog and Student Handbook on the EMCC website for more information about our FERPA guidelines.

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If you have **Transfer Credit** from another college:

- you MUST send an official copy of the transcript(s) to EMCC
  - if it is Advanced Placement (AP) credit, you MUST send official scores
  - contact our office to have the eligible credits posted to your record
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To order an **official transcript** from East Mississippi Community College:

- go online to [GetMyTranscript.com](http://GetMyTranscript.com)
- enter East Mississippi Community College as your school
- click “order transcript” and complete the information accordingly

*There is a \$10.00 charge for a transcript, but you will not be charged until it has successfully been sent to the receiver.*

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### GRADUATION

Students MUST apply to graduate at time of completion. There is information sent to student email with these deadlines each semester. You may apply for graduation online through your LEO account. Please be sure to visit with your advisor to confirm you are on track to graduate and ready to apply.