



Transcript/Degree Verification

Hiring Department _____ Name (first, middle initial, last) _____

Date of birth (mm/dd/yyyy) _____ Social Security # _____ Gender _____

I understand that official verification of my degree(s) must be received by Texas A&M University prior to my date of hire. I give my consent for this degree verification.

In addition, I understand that a copy of my official transcript(s)/degree verifications must be on file with my hiring documents. Therefore, I further authorize Texas A&M University to secure official certification (i.e., official transcript) of my degree(s) from my granting institution and to have on file with my hiring package. I further understand that my granting institution may use the National Student Clearinghouse, Credentials Solutions and/or Management Information Services to provide my official transcript(s) degree verifications to Texas A&M University.

1st Degree

Name of Institution		Date Conferred (MM/YYYY)
City, State, Zip Code	Degree Earned/ Field of Study	
Your name while at institution (if different from above)		Student ID #

2nd Degree

Name of Institution		Date Conferred (MM/YYYY)
City, State, Zip Code	Degree Earned/ Field of Study	
Your name while at institution (if different from above)		Student ID #

3rd Degree

Name of Institution		Date Conferred (MM/YYYY)
City, State, Zip Code	Degree Earned/ Field of Study	
Your name while at institution (if different from above)		Student ID #

Faculty Member's Signature_____
Printed Name_____
Date (mm/dd/yyyy)

NOTE: Official certification (i.e., official transcript[s]) of degree(s) or authorization to secure these credentials must be received in the Dean of Faculties Office to process the initial appointment.