How to Request an Official Transcript

Log into My.fiu.edu

Click: Campus Solutions Self Services

Academic Record

Click: Request Official Transcript

Report Type

Select: UGRD/GRAD Record – Web to order official undergraduate and/or graduate transcripts.

Law Records are only for FIU Law students in law school.
If you would like to pick up your transcripts in person, you must write pick up in the address box.

If you want to mail your transcripts to a specific location be sure to put the correct address along with the department name and room number.

Verify the address before submitting.

Only click submit once.

To verify the transaction went through, refer to your student financials section. You will see a $10 charge for each transcript ordered.

Please note:

Each transcript you order cost $10.

You can pay for your transcripts online or at the cashiers’ office in PC 120