

MICHIGAN STATE
U N I V E R S I T Y

August 18, 2021

Official Transcripts and Proof of Degree Award

To Whom It May Concern:

Michigan State University requires all applicants to our graduate programs to request final, official, postsecondary academic records be sent to us. To that end, we ask applicants to request official hardcopies of all postsecondary transcripts and degree diplomas, as proof of program completion and degree award.

Please assist our applicant by ensuring official, copies of the transcripts and/or degree diploma can be sent to Michigan State University in an official, sealed, envelope.

Alternatively, if this is not possible, please provide the applicant with an official PDF electronic copy of the transcripts and/or diploma, as well as the name and email address of an appropriate registrar/records/examination office contact whom we can contact to confirm the records.



**Office of
Admissions**

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426 Auditorium Road
Room 250
East Lansing, MI
48824-2604

517-355-8332
Fax: 517-353-1647
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Precise guidelines on what international academic records, including degree diplomas, are needed are noted on our graduate school website:

<https://grad.msu.edu/internationalapplicants>

Please reach out to me if you have any questions or concerns.

Sincerely,

A handwritten signature in black ink, appearing to read "Patrick Leahy".

Patrick Leahy, PhD
Senior International Credential Analyst
leahypat@msu.edu