



Third-Party Ordering for Admissions Speeding College Admissions



Relying on students to order and correctly send transcripts to your institution can take weeks. **Third-Party Ordering for Admissions** substantially cuts the time it takes to admit and enroll new students by enabling admissions officers to place and receive transcript orders directly.

What Is Third-Party Ordering for Admissions?

Third-Party Ordering for Admissions is a service that enables admissions officers, who have a student's signed consent, to order transcripts for their institution's admitted students and applicants. Electronic transcripts are securely delivered to the admissions officer via the Clearinghouse's secure exchange network, ETX Plus, where they can be quickly and easily downloaded.

Why Use Third-Party Ordering for Admissions?

Happier Students

Enabling admissions officers to order transcripts reduces the burden on students during the stressful time when they are applying to or preparing to attend college.

Happier Staff

Ordering transcripts directly saves time and work for admissions personnel. There's no need to follow up

with students to ensure transcripts are correctly ordered, simplifying the application and admissions process.

Easy Ordering and Tracking

Transcripts can be ordered via our secure site in just two steps! Users can also track order status and access reports of completed requests at any time.

Simplified Delivery

Fast and easy downloads of electronic transcript orders are available via our secure exchange network, ETX Plus. Printed transcripts are sent to the address designated by the admissions office, ensuring transcripts are directed where they need to go.

FERPA Compliance

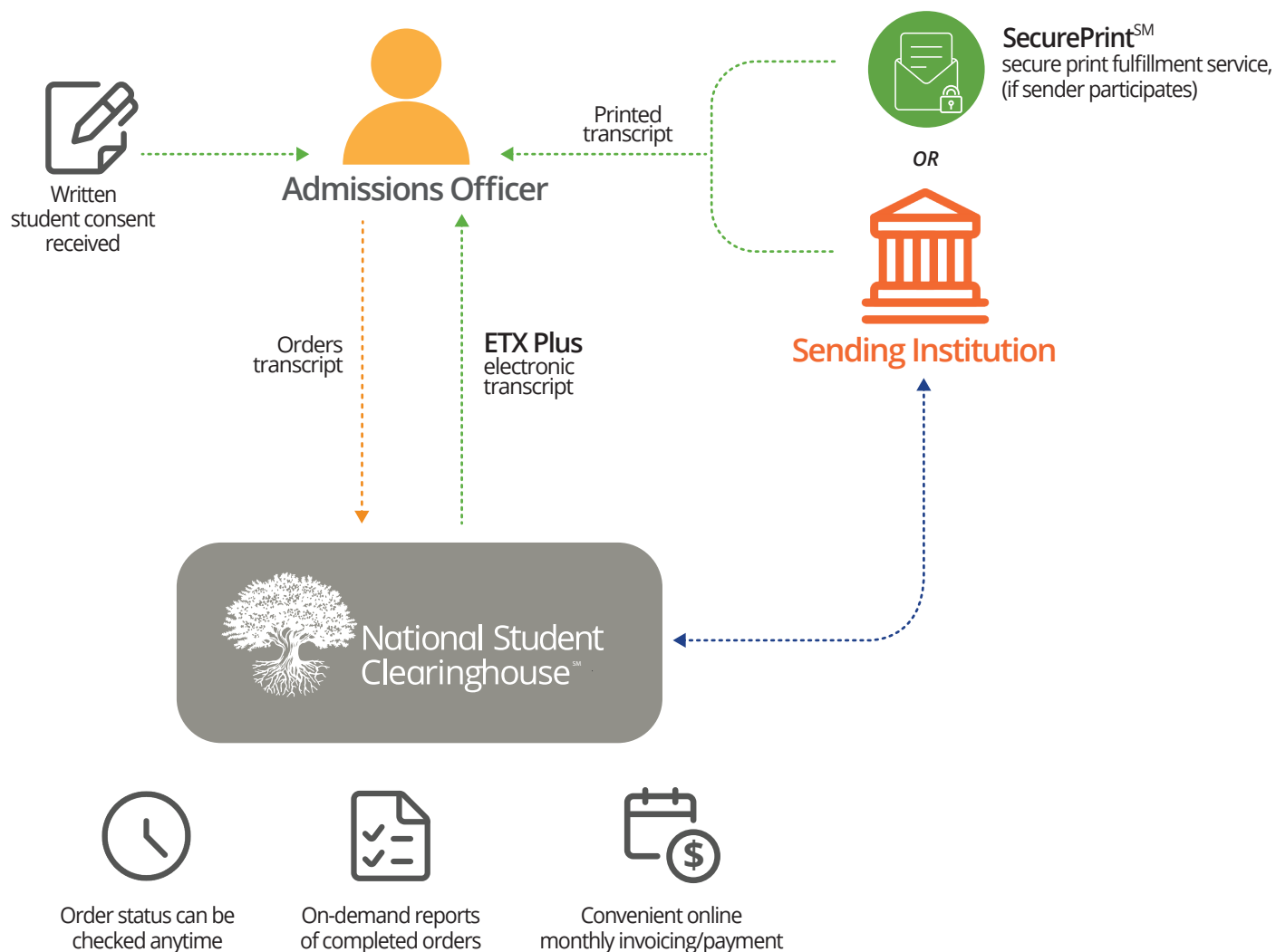
Using Third-Party Ordering for Admissions facilitates your institution's compliance with FERPA. All orders placed require written student consent. Consent forms will be audited on a periodic basis by the Clearinghouse or if requested by a sending institution.

To get started, talk to your Clearinghouse rep, visit, theclearinghouse.help/refs



National Student
Clearinghouse®

How Third-Party Ordering for Admissions Works



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visit [theclearinghouse.help/reps](https://theclearinghouse.help/ reps)