



## CATHOLIC DISTANCE UNIVERSITY

# OFFICIAL TRANSCRIPT DIRECTIONS

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Please do one of the following:

- **If you are enrolling in an undergraduate credit course at Catholic Distance University**, CDU requires an unofficial transcript of undergraduate work completed or proof of a high school diploma (or its equivalent).
- **If you are applying for acceptance into the Bachelor of Arts Degree Program or an Undergraduate Certificate Program**, CDU requires an official transcript of all undergraduate work completed.
- **If you are applying for acceptance into the Master's Degree Program or a Graduate Certificate Program**, CDU requires an official transcript of your highest degree attained.
- **If you are enrolling in a graduate course and not in the Master's Degree Program**, an unofficial copy is acceptable.

***Official transcripts must be sent directly from the university, college, or school to the following address:***

Director of Admissions  
Catholic Distance University  
115 W. Congress St.  
Charles Town, West Virginia 25414

(An unofficial copy may be faxed to 304.724.5017  
or emailed to [admissions@cdu.edu](mailto:admissions@cdu.edu))