

# Transcripts \_

## Who has an ID number and can order official transcripts online?

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Most students, former students, and alumni in good standing with the university can order official transcripts through the Hofstra Portal (<http://my.hofstra.edu>). To be eligible to order transcripts through the Portal you must meet at LEAST one of the requirements below:

- Are currently enrolled at Hofstra University
- Received a Hofstra University Diploma
- Did not receive a university diploma but earned at least 3 credits after 1993

If you do not meet any of the requirements above you can still order an official transcript using the paper form found at [www.hofstra.edu/transcripts](http://www.hofstra.edu/transcripts)

For additional information on ordering transcripts [visit our new Knowledge Base](#).

To view the article above and to order transcripts online you'll need your Hofstra username and password. If you know your ID number but don't know your username and password, please visit our password self-service page at [www.hofstra.edu/password](http://www.hofstra.edu/password). If you don't know your ID number or have trouble using the password self-service page, please give the ITS Service Desk a call at 516-463-7777 for additional assistance.