

Official Transcripts

How to Submit Official Transcripts

Achieve only accepts official transcripts to verify college credits in Develop. Official Transcripts must be sent directly to Achieve by the school's transcript ordering service as a "third-party recipient."

Email: support@mncpd.org

Mail: Achieve
2908 Marketplace Dr. #103
Fitchburg, WI 53719

Fax: 1-612-651-6666

Every college and university has their own process for students and alumni to order official transcripts, and many charge a small processing fee, around \$0-\$15.

Search the web for your school's name and "official transcript request" to find their web page with official transcript ordering instructions and price information.

Remember to submit an [Individual Membership application in Develop](#) before ordering your official transcripts.

The following documents are NOT accepted:

- Transcripts emailed to you and then forwarded to us
- Previously opened official transcripts
- Unofficial Transcripts
- Grade or transcript printouts from your online student portal
- Copies of official transcripts

Helpful Tips:

- When colleges close, alumni can still order official transcripts. Searching online should yield results for where to order them.
- If your name has changed, make sure any previous names are listed on your Develop profile or include a note with your transcript order.
- Completed your education outside the US? See the [Foreign Education Documentation Policy](#).

Links to Popular Colleges and Universities

These are some of the most popular colleges and universities for Develop members. Click on your school's name to visit their web page for official transcript request instructions and price information.

[Anoka-Ramsey Community College](#)

[Bemidji State University](#)

[Century Community and Technical College](#)

[Concordia University St. Paul](#)

[Dakota County Technical College](#)

[Hennepin Technical College](#)

[Inver Hills Community College](#)

[Metropolitan State University](#)

[Minneapolis Community and Technical College](#)

[University of Minnesota - Duluth](#)

[University of Minnesota - Twin Cities](#)

[Minnesota State Community and Technical College](#)

[Minnesota State University - Mankato](#)

[Minnesota State University - Moorhead](#)

[Normandale Community College](#)

[North Hennepin Community College](#)

[Rasmussen University](#)

[Ridgewater College](#)

[Rochester Community and Technical College](#)

[Saint Cloud State University](#)

[Saint Cloud Technical College](#)

[Saint Paul College](#)

[Saint Mary's University of Minnesota](#)

[South Central College](#)

[Southwest Minnesota State University](#)

[St. Catherine University](#)

[University of St. Thomas](#)

[Winona State University](#)

[University of Wisconsin - River Falls](#)

Related Resources

[Higher Education Coursework Policy](#) | [National Student Clearinghouse](#) | [Parchment](#)
[Why you have to renew your Develop Membership when you send documents](#)