

WVU EXTENDED LEARNING

TRANSCRIPT INSTRUCTIONS

If you would like to receive a transcript of Continuing Education Units earned from WVU, please contact Sherry Gallagher with written request.

- Email: SPGallagher@mail.wvu.edu
- Mail: WVU Extended Learning, PO Box 6800, Morgantown, WV 26506
- Fax: 304-293-7570

Please Include:

Participant Information

Name: _____

Address: _____

Phone Number: _____

Event/Workshop Information

Name: _____

Date: _____

Course Key Number: _____

There is a \$6 processing fee for each transcript.