



Effective December 01, 2016, the **new** email address to use when sending Official E-Transcripts to the Nebraska Department of Education is Bethina.Garrett@nebraska.gov please update your records accordingly.

ANY transcript that is sent to the Carolyn.hauser@nebraska.gov email address after December 01, 2016, will **not** be received by the Nebraska Department of Education

TRANSCRIPTS

If you are required to submit transcripts, please use one (1) of the options listed below:

- 1. Sending Official E-Transcripts:** E-Transcripts can **ONLY** be sent to our office by the Registrar's Office at your college or university. The Registrar's office will require that you provide them with an email address; the email address to provide them with is Bethina.Garrett@nebraska.gov **Transcripts that have not been sent by the institution will not be accepted.**
- 2. Mail in Official Transcripts:** The mailing address to use if sending transcripts by regular mail is: Nebraska Department of Education, Teacher Certification, 301 Centennial Mall South, PO Box 94987, Lincoln, NE 68509



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Phone: 402-471-0739 - Fax: 402-742-2359
www.education.ne.gov/tcert Email: nde.tcertweb@nebraska.gov