



University Center for International Education
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<http://www.wright.edu/ucie>

January 21, 2021

Wright State University International Admissions will begin reviewing your original official transcripts, mark sheets and degree certificates on **Monday, January 25, 2021.**

Due to the pandemic, **we will review your transcripts remotely, and return your documents to you via FedEx.**

Please choose one of the options below:

1. Hand-deliver your transcript in a sealed envelope to the **Wright State University Mail Center, 011 Millett Hall.** Be sure to write "International Admissions UCIE, E190 SU" on the outside of the envelope.
2. Mail your transcripts to: International Admissions, University Center for International Education, E 190 Student Union, Wright State University, 3640 Colonel Glenn Highway, Dayton, OH 45435.
3. Drop your transcripts in the UCIE mail slot located in front of the University Center for International Education, E190 Student Union. The UCIE is located next to the Bookstore. We recommend that you submit your documents in a sealed envelope.

Please complete the form below and include it with your submission.

We will **scan your documents, end-date your registration hold, and return the originals to you promptly via FedEx.** We will email you the tracking number.

We appreciate your patience and cooperation and hope you are having a great semester!

Name: _____

Wright State email address: _____

Mailing Address: _____

Phone Number: _____