

## Request for Copies of University Catalog Course Descriptions

Archived University catalogs may be accessed online at [catalog.tamu.edu](http://catalog.tamu.edu). Complete this form if required copies of course descriptions from previous catalogs are not listed on this website. Return the completed form to [catalog@tamu.edu](mailto:catalog@tamu.edu). Allow up to five (5) business days to process.

**IMPORTANT NOTE:** To fulfill requests, we need to know specifically when courses were taken. Former students enrolled *after* 1985 may access an unofficial transcript online through Howdy at [howdy.tamu.edu](http://howdy.tamu.edu). Students enrolled *prior to* 1985 may request an official transcript by visiting [registrar.tamu.edu/Former/Transcript.aspx](http://registrar.tamu.edu/Former/Transcript.aspx).

<b>Date of request</b>	<b>Full LEGAL name</b> (as it appears on your records)		
<b>First term of enrollment</b> Semester/Year	<b>Last term of enrollment</b> Semester/Year	<b>Graduation date</b> (mm/yy)	
<b>Degree(s) earned:</b>			

**Check Boxes as Appropriate**

<input type="checkbox"/> <b>Request individual COURSE DESCRIPTIONS (attach list if necessary)</b>					
Course Prefix / Number <small>(ex. ACCT 209)</small>	Course Title	Semester / Year Completed <small>(ex. Spring 2000)</small>	Course Prefix / Number <small>(ex. ACCT 209)</small>	Course Title	Semester / Year Completed <small>(ex. Spring 2000)</small>
<input type="checkbox"/> <b>Request all COURSE DESCRIPTIONS completed while attending Texas A&amp;M University (reference IMPORTANT NOTE above and attach unofficial/official transcript to this request)</b>					
<input type="checkbox"/> <b>Request a copy of degree program curriculum.</b>					
<b>Indicate degree program</b> (ex: BBA in Accounting): _____					

<input type="checkbox"/> <b>Request a CERTIFICATION STATEMENT</b>
When requested, course descriptions will include a certified notation that they are copied from an official University source. Certification statements are signed in the presence of a Notary Public by the Registrar or other authorized person.

**Copies of course descriptions or curriculum will be sent to the requestor via email unless otherwise specified.**

**Email to:** \_\_\_\_\_  
Print email address

Contact Curricular Services at (979) 845-8201 or [catalog@tamu.edu](mailto:catalog@tamu.edu) if you have any questions.