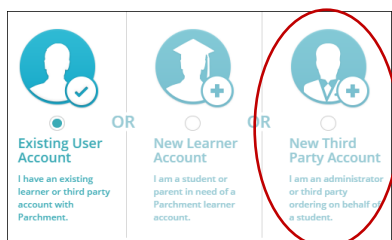# THIRD-PARTY ENROLLMENT VERIFICATION PROCESS

Sheridan Technical College has partnered with Parchment, a leader in eTranscript exchange to send transcripts and documents electronically, securely and confidentially. For high school verification requests, contact the respective high schools for their process.

Third-Party Enrollment Verification Process

1. Click **ORDER Records** **For learners, parents & third parties** or visit: www.parchment.com/u/registration/8390/account.

2. Select "New Third Party Account" to sign-in or create a new account.

3. Follow the prompts to request student records.

4. Complete and upload the student's signed Student Credential Request Authorization Form and Education Verification Request Form (refer to the following pages for both forms).

Pricing

Type of Request	Cost
Third Party Enrollment Verification	$25.00 per document type

Archived Records

Records from 2004 or prior must be requested from Records Retention at 754.321.3150 or visit www.browardschools.com/transcripts.

GED Transcripts

Request GED transcripts at www.ged.com.

STC/ME/6-6-22

SHERIDAN TECHNICAL COLLEGE
&
parchment

Request Records

ORDER Records
For learners, parents & third parties
(Click)

Resource

How to Place and Track Order(s) Video (click)

Available Records

Transcripts
Technical Certificates
Industry Credentials
Health Documents
Immunization Records
Basic Skills Test Results
Practical Nursing Permanent Record Card
Third Party Verifications

Call us

STC Student Records Department
754.321.5460