HOW TO SUBMIT
TRANSCRIPT RELEASE AUTHORIZATION
[FOR NEW MEMBERS]

Note: Please make sure of your chapter organization when submitting your release.

1. Visit sororityfraternity.uci.edu

2. Click on the Current Members tab and click on New Member Education

3. Click on Submit Transcript Release Authorization button and login using your UCI NET ID and Password.

Transcript Release Authorization
Submit Transcript Release Authorization form online
- The Transcript Release Authorization form allows SFL to compile quarterly/ cumulative grade reports and included in a Community Scholarship Report.
- NOTE: Students will be asked to login using their UCI NETID and select the organization they are joining.
4. You will be asked to select your SFL organization from a drop down list and remember to click the checkbox to affirm Transcript Release. When finished, click **Submit** button.