



HOW and WHERE TO OBTAIN ACADEMIC TRANSCRIPTS

VERMONT COLLEGE OF FINE ARTS

Vermont College of Fine Arts (VCFA) maintains academic records from 2008 forward, and for Master of Fine Arts (MFA) graduates only. VCFA transcripts must be obtained through [myVCFA](#), the secure student portal. If you have any trouble logging into the portal, please contact the registrar's office: registrar@vcfa.edu

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*If you graduated from **Vermont College prior to 2009**, please read the information below to determine where your academic records are maintained and who to contact for academic transcripts. If you are still in doubt after reading below, look at the institution that issued your diploma.*

VERMONT COLLEGE OF UNION INSTITUTE & UNIVERSITY

If you attended or graduated from Vermont College **between 2001 and 2008**, your academic records are maintained by Union Institute & University (UI&U). However, UI&U closed in 2024. According to the Ohio Dept. of Higher Education, the State Board of Career Colleges and Schools is the designated custodian of the UI&U records. They can be obtained through Parchment as follows: <https://www.parchment.com/u/registration/118906/account>

This information can be found at the SBCCS website under student transcripts and at our website at: <https://highered.ohio.gov/about/ohios-campuses/independent-campuses> by going to the Union College listing and clicking on information for students.

VERMONT COLLEGE OF NORWICH UNIVERSITY

If you attended or graduated from Vermont College **prior to 2001**, OR if were enrolled in the **Adult Degree Program**, your academic records are maintained by Norwich University. You must contact Norwich to obtain transcripts. The contact information is as follows:

Office of the Registrar
Norwich University
158 Harmon Drive
Northfield, VT 05663
(802) 485-2035
registrar@norwich.edu

Be sure to explain that you graduated from Vermont College, which will help them locate your records.