

*Oklahoma State University Okmulgee*  
*Student Activities Transcript*

**Questions and Answers**

1. What is the Student Activities Transcript?

An official record of the "out-of-class", extra-curricular activities and accomplishments of the students.

2. How is the Student Activities Transcript used?

The official copies of the Student Activities Transcript are used to complement your resume and academic transcript for application to transfer institutions, graduate schools and prospective employers. You can also place a copy of the transcript in your placement file.

3. What type of activities should be submitted?

The Student Activities Transcript is divided into four sections:

A. Honorary Organizations and Accomplishments: includes membership in any honorary organization or being a recipient of a honorary award.

B. Governmental Organization: Includes participation and/or membership in any organization that is a governing body.

C. Clubs and Organizations: Involvement in any organization that has a special interest.

D. Recreational and Activity Groups: Includes membership in any organization, activity or program that requires sustained participation.

4. When should the transcript be requested?

A request for the Student Activities Transcript should be submitted during your last semester at OSU-Okmulgee at least two months prior to graduation.

5. Must all entries be validated?

Yes, with no exceptions.

6. What are the abbreviations for Organization Type?

Government-(Gov)

Major Interest-(MI)

Service-(Srv)

Professional Association-(PA)

Honorary-(Hon)

Special Interest-(SI)

Religious-(Rel)

Community-(Com)

Community-(Com)

Campus Committee-(CC)

7. Who can validate my entries?

A full-time OSU-Okmulgee faculty or staff advisor directly associated with the activity must provide validation.

8. How can I request additional copies of my Activities Transcript after leaving OSU-Okmulgee?

With your request you must provide the Student Life Office a copy of your original student activities transcript request, and/or a copy of your actual student activities transcript.

9. What do I do if I have a problem obtaining a validation signature?

Contact the OSU-Okmulgee Student Life Office at (918) 756-6211, extension 324.

<http://www.osu-okmulgee.edu>