

Oral Roberts University

Registrar's Office

To begin ordering an official transcript, please visit Vision.oru.edu

Click on "Official Transcript."

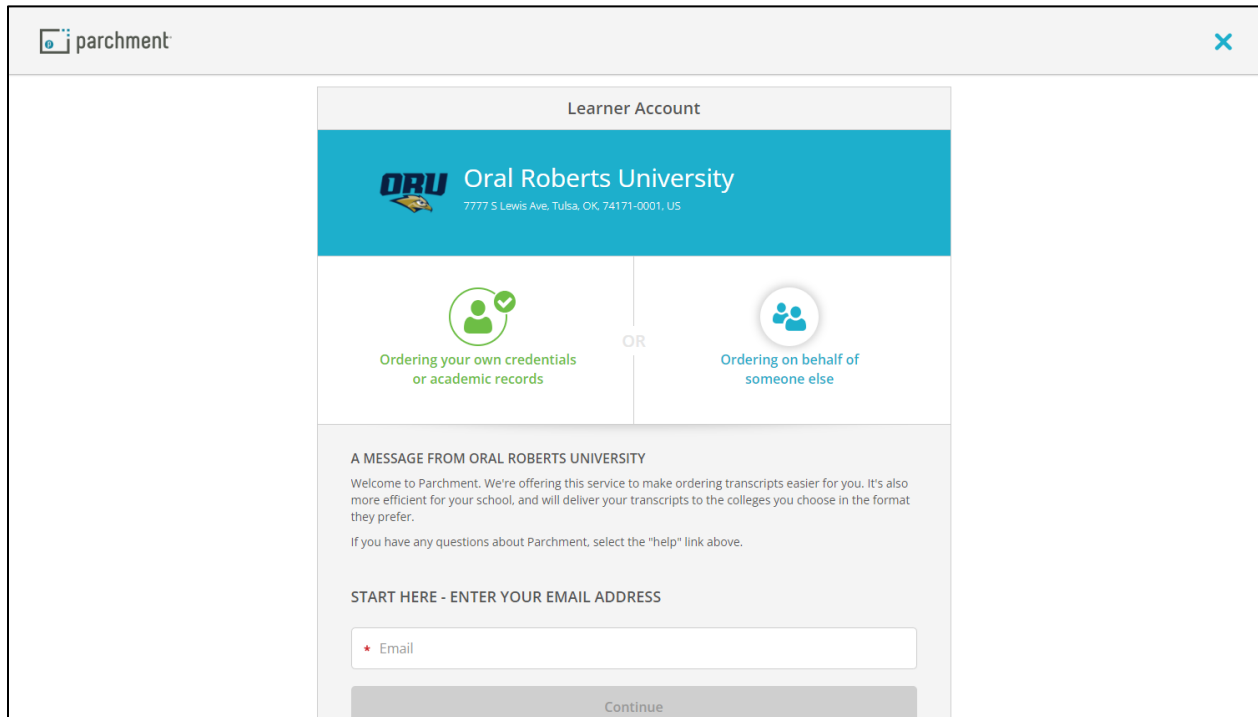
VISION ENROLLMENT & REGISTRATION SYSTEM			
Login with Username & Password Login via ORU Single Sign-On with your username and password (Recommended)	Select Housing Housing information and application	General Financial Aid Financial Aid application and information links	Course Schedule View the current schedule of classes (sections, days and times)
Login with Z-Number & PIN ***NEW STUDENTS LOGIN HERE*** Login with your Z-Number and PIN if you do not have an ORU username. (Alternative)	How to Enroll at ORU Steps to Enroll and Complete Registration	Academic Calendars and Final Exam Schedules Click here to visit the Registrar's website for Academic Calendars and Final Exam Schedules.	Admissions Apply for Admissions
Summer Schedule View the course offerings for the upcoming summer term.	Official Transcript Order an Official Transcript		

This takes you to the Parchment website.

You will begin by entering your email address. Click ‘continue.’


If you have an existing Parchment account, log in and scroll down to page 5 for transcript ordering instructions.

If you do not have a Parchment account, here are the steps to create one:




The screenshot shows the Parchment website interface for creating a Learner Account. At the top left is the Parchment logo, and at the top right is a close button (X). The main content area is titled "Learner Account" and features the Oral Roberts University (ORU) logo and name, along with the address "7777 S Lewis Ave, Tulsa, OK, 74171-0001, US". Below this, there are two options for account creation: "Ordering your own credentials or academic records" (indicated by a green icon) and "Ordering on behalf of someone else" (indicated by a blue icon), separated by "OR". A message from Oral Roberts University follows, welcoming users and explaining the service. Below the message, there is a section titled "START HERE - ENTER YOUR EMAIL ADDRESS" with a text input field labeled "Email" and a "Continue" button at the bottom.

On this screen, you will insert your personal and contact information.



✕

New Learner Account




Oral Roberts University

7777 S Lewis Ave, Tulsa, OK, 74171-0001, US




Ordering your own credentials
or academic records

OR




Ordering on behalf of
someone else

ENTER YOUR PERSONAL INFORMATION

lukeskywalker@oru.edu 

* First Name	Middle Name	* Last Name
* Month Of Birth	* Day Of Birth	* Year Of Birth
* Highest Level Of Education		

ENTER YOUR CONTACT INFORMATION


✕

ENTER YOUR CONTACT INFORMATION

* Cell Phone

United States of America

* Address 1

Address 2

* City * State/Province * Postal Code

CHOOSE A PASSWORD

* Password * Retype Password

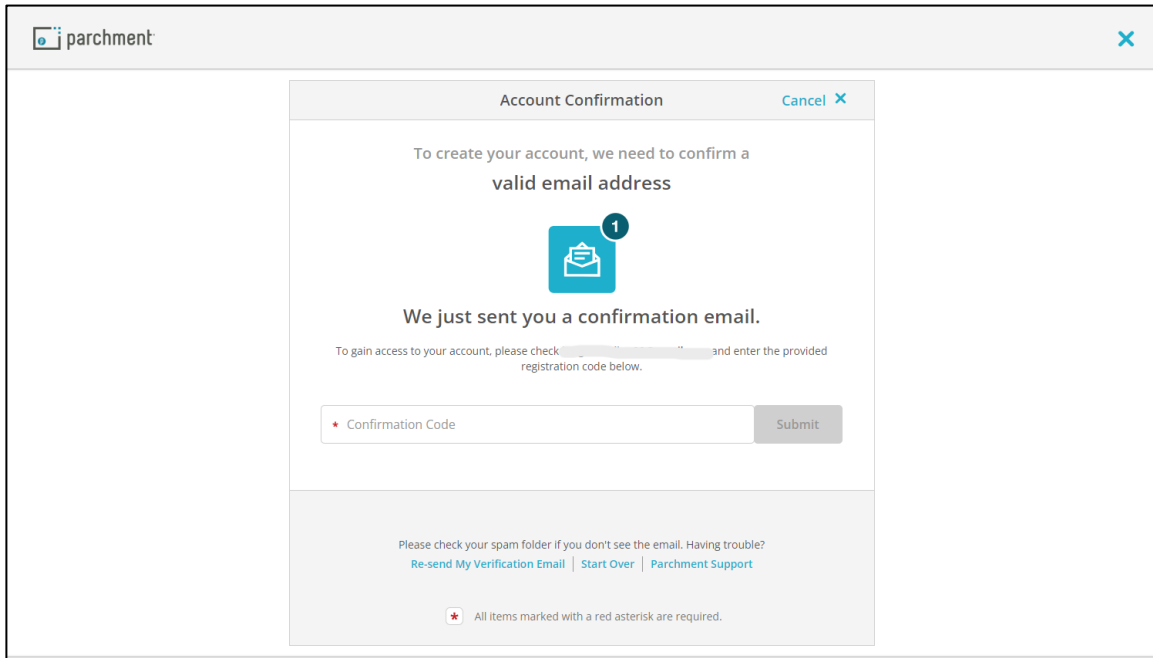
CREATE ACCOUNT & CONTINUE

* All items marked with a red asterisk are required.

By signing up you agree to the Parchment [terms of use](#) and [privacy policy](#).

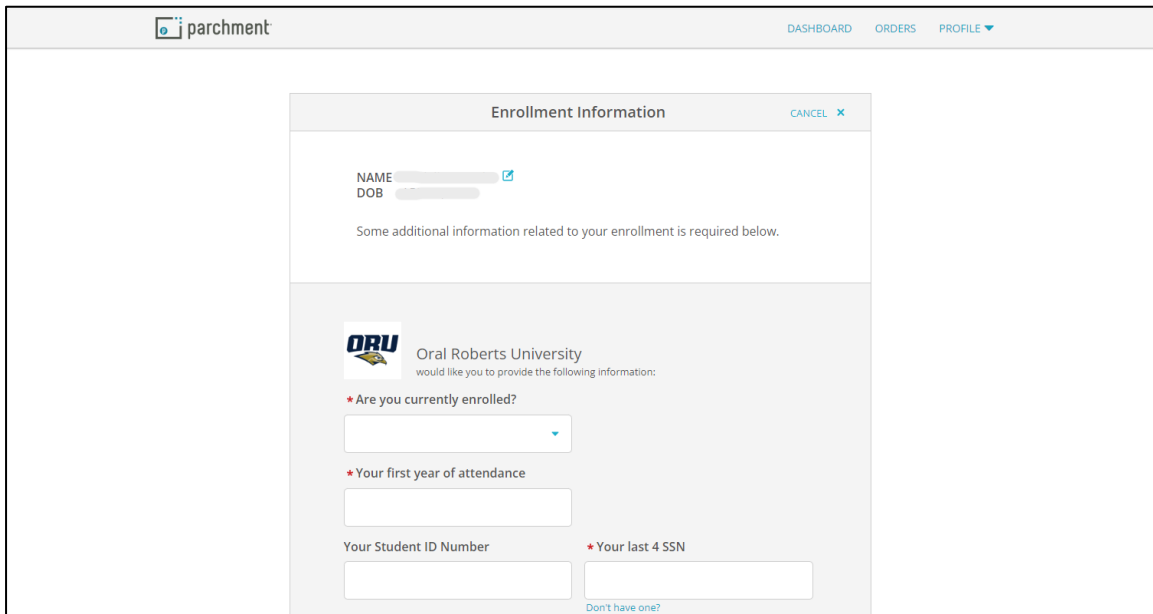
When you are finished, click on ‘create account & continue.’

Almost done creating your account! Now they want to confirm your email address. Check your email inbox for an email from Parchment that contains a registration code. Type that code into the box provided.



The screenshot shows a web browser window with the Parchment logo in the top left. The main content area is titled "Account Confirmation" and includes a "Cancel" link. The text reads: "To create your account, we need to confirm a valid email address." Below this is an icon of an envelope with a "1" notification badge. The text continues: "We just sent you a confirmation email. To gain access to your account, please check [redacted] and enter the provided registration code below." There is a text input field labeled "Confirmation Code" with a red asterisk, and a "Submit" button. At the bottom, there is a note: "Please check your spam folder if you don't see the email. Having trouble? [Re-send My Verification Email](#) | [Start Over](#) | [Parchment Support](#)" and a footer note: "All items marked with a red asterisk are required."

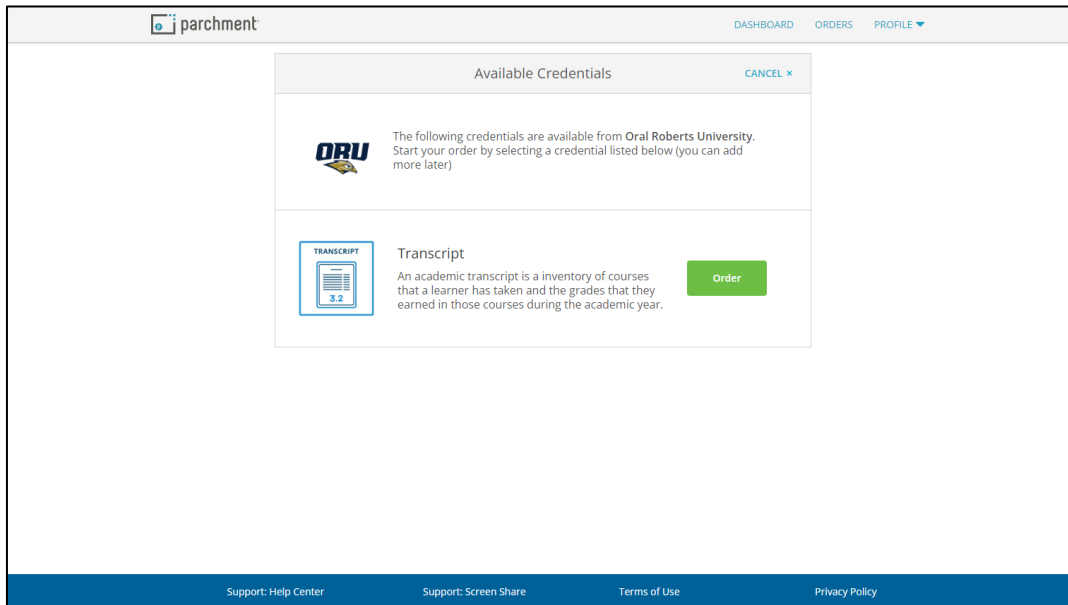
Now that you have a Parchment account, you can fill out your enrollment information.



The screenshot shows the Parchment user dashboard with navigation links for "DASHBOARD", "ORDERS", and "PROFILE". The main content area is titled "Enrollment Information" and includes a "CANCEL" link. The form contains fields for "NAME" and "DOB", both with red asterisks and checkmarks. Below these fields is the text: "Some additional information related to your enrollment is required below." The ORU logo and name "Oral Roberts University" are displayed, followed by the text: "would like you to provide the following information:". The form includes several required fields: "Are you currently enrolled?" (a dropdown menu), "Your first year of attendance" (a text input field), "Your Student ID Number" (a text input field), and "Your last 4 SSN" (a text input field). A "Don't have one?" link is located below the SSN field.

Now you're ready to order your transcript!

Start by clicking 'order.'



Here is where you will provide delivery information.

To send to another college or university, you can type the institution in the search bar. If the school receiving your transcript is not listed, you can click the blue button that says, 'enter your own.'

To send the official transcript to yourself or another person, click 'I'm sending to myself or another individual.'

This screen shows up if your school is not listed or if you are sending the transcript to yourself or someone else. If your school was listed, Parchment already has their delivery information.

To send your transcript electronically, please insert the requested information. Double check that you have typed in the correct email address!

To mail your transcript physically, please click the 'Print & Mailed' option and fill out the requested information.

https://www.parchment.com/u/order

Electronic
Delivered By Email

Print & Mailed
Printed On Paper & Mailed

RECIPIENT INFORMATION

* School Name, Business, Person, or Your Name

Attention Phone

* Country

* Address 1

Address 2

* City State/Province * Postal Code

Need this delivery expedited?

Add rush delivery via FedEx

Additional fees will be applied

Continue

On this screen, you can indicate the purpose of sending the transcript and when you want the transcript sent.

If you need other documents sent with your transcript, click 'Add an Attachment.'

parchment DASHBOARD ORDERS PROFILE

< BACK Item Details CANCEL x

Transcript
For: [redacted]

FROM
Oral Roberts University
Tulsa, OK

TO
Tulsa Community College

Delivery Method: Electronic

Credential Fee: \$5.00

Item Total: \$5.00

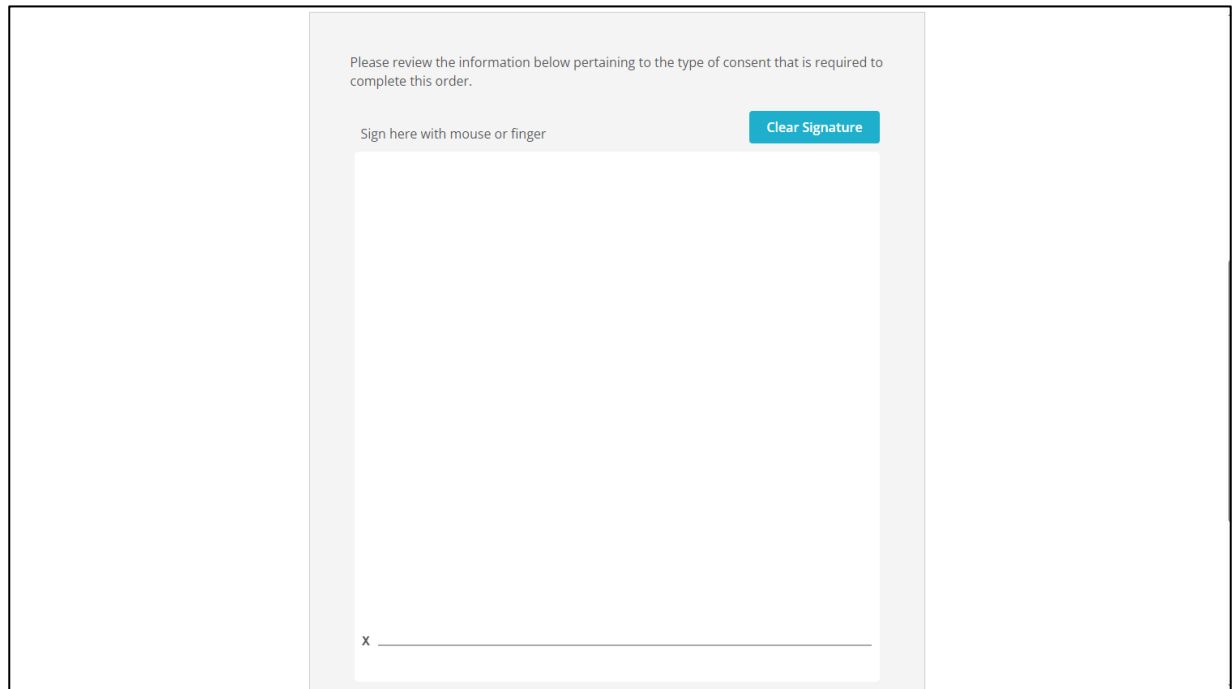
* Purpose

* When do you want this sent?

Would you like to add an attachment file? (optional)

Please review the information below pertaining to the type of consent that is required to

Next, it will ask for your signature. Click and hold your mouse to draw.

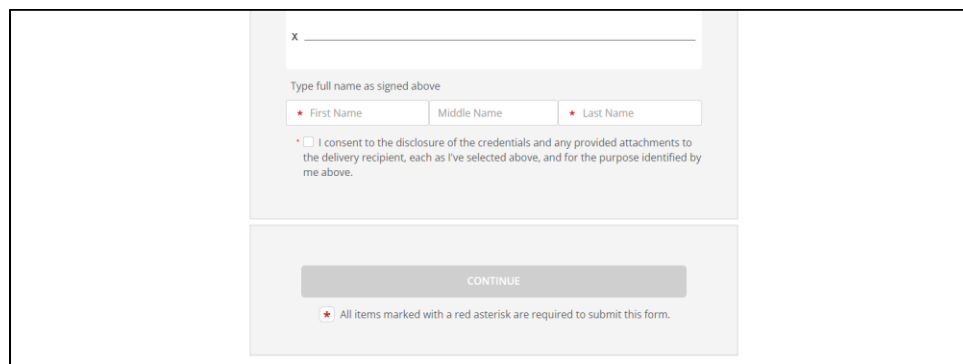


Please review the information below pertaining to the type of consent that is required to complete this order.

Sign here with mouse or finger Clear Signature

X _____

Here you will type your name again and agree to the terms and conditions.



X _____

Type full name as signed above

First Name Middle Name Last Name

I consent to the disclosure of the credentials and any provided attachments to the delivery recipient, each as I've selected above, and for the purpose identified by me above.

CONTINUE

All items marked with a red asterisk are required to submit this form.

The next screen shows your order summary.

***Note: the price differs between delivery methods. ***

You are also given the option to order another transcript by clicking

'Add another item.'

parchment DASHBOARD ORDERS PROFILE

< BACK
Order Summary
CANCEL X

i Your order has not been placed yet. Please review and complete the order below.
Here's your order summary Collapse All

FOR	[Redacted]	1	\$5.00	
ITEM	Transcript		\$5.00	
FROM	Oral Roberts University			
TO	Tulsa Community College, Tulsa, OK			

Total Credential Fees \$5.00

Order Total \$5.00

CONTINUE

Payment will be collected through Parchment's secure payment gateway upon order completion. Parchment adheres to the highest level of PCI compliance and never stores your credit card information. You will redirect to a secure payment screen.

Here you will provide your payment information.

PARCHMENT SECURE PAYMENT GATEWAY
Parchment adheres to the highest level of PCI compliance and never stores your credit card information.

Payment Information

Enter first and last name as it appears on credit card

[Redacted] ✓

[Redacted] ✓

* Credit Card Number

* Exp Month

* Exp Year

* CVV

Order Total: \$5.00

\$5.00 will be charged to this card.

* Phone

Billing Address Use different billing address

[Redacted] ✓

[Redacted] ✓

Address 2

The image shows a payment form with the following fields and elements:

- Credit Card Information:** A field for "Credit Card Number" (marked with a red asterisk), and dropdown menus for "Exp Month", "Exp Year", and "CVV" (all marked with a red asterisk).
- Payment Method:** Logos for VISA, MasterCard, DISCOVER, and American Express. To the right, it says "Order Total: \$5.00" and "\$5.00 will be charged to this card."
- Phone:** A text input field for "Phone" (marked with a red asterisk).
- Billing Address:** A section with a "Use different billing address" link. It contains three address fields, each with a green checkmark on the left. The third field is labeled "Address 2".
- State/Province:** A dropdown menu with a red asterisk and a red error icon.
- Submit Payment:** A large grey button with the text "Submit Payment".
- Footer:** A blue bar at the bottom with the text "COPYRIGHT © PARCHMENT - ALL RIGHTS RESERVED".

Click 'Submit Payment,' and you're finished!

You should receive a confirmation email.