

# 35 Million Transcripts Can't Be Wrong?

Think again, with Secure Transcript™.

Every year more than 35 million transcripts go out to colleges and universities across the nation. Most of them are still printed, stuffed, stamped, and mailed – at a cost of hundreds of millions of dollars in staff hours *and* postage – even when high schools and colleges both keep records electronically!

Docufide™ has a better way.

Our unique Secure Transcript™ system creates a secure, paperless environment for exchanging student transcripts. It helps schools serve their students better, and gives school administrators the efficiency, consistency, and savings of electronic records, without any investment in technology or maintenance. It's also easy to use – for both students and administrators – and costs schools nothing to adopt.

## How it works

Here's how the Secure Transcript™ system eliminates paper, delivering student records electronically from end to end:

- **Students** request transcripts through their school website. After a simple registration, they select destination colleges and delivery options, and pay a per-transcript fee online.

## Easy, fast, secure

**Easy access.** Always as close as a browser, always available

**Fast, consistent delivery.** In the preferred format for each college, electronic whenever possible, with email confirmation

**Total security.** Student data always protected, encrypted, or on security paper when mailed for a secure, official transcript

Low installation cost, no maintenance, and only a small student fee.

- **High Schools** release students' records. School administrators log on to a web interface and approve each student's request. They then locate the records in their own student information system and route them to Docufide electronically.
- **Docufide** formats, sends, and tracks transcripts. We receive the records and do the rest: Prepare official transcripts, send them to any of 3,600 accredited colleges and selected scholarship funds nationwide, and confirm sending and delivery by email.
- **Colleges** receive transcripts. Institutions receive them securely, in the electronic format they prefer or by mail on security paper.

### An unqualified success

"I would definitely recommend that other schools/districts consider this. The ease of use alone [of Secure Transcript] makes it a very worthwhile transition.!"

Mark Reider, Director of IS  
Irvine Unified - Irvine, CA

### Do the math

Based on a study commissioned by the NCES, it costs an average school \$8.30 to send out one transcript. Depending on the size of the school district, that can add up to over a hundred thousand dollars a year – and Docufide can eliminate nearly all of it. How much could you save?

### Security First

Our business depends on trust. From student login to delivery confirmation, all data is kept private and secure. Every sending and receiving school is authenticated, and all data transmissions employ the same Secure Socket Layer (SSL) technology that powers today's commerce and banking solutions.

### Great for Students

Applying to college is a strenuous process for today's students. Docufide gives them one /less thing to worry about. Everything they need to order transcripts – access any time, admissions addresses, delivery options, instant payment – is right where they want it: on the Web. And email confirmation of both order and delivery provides peace of mind.

### Efficient for High Schools

Automating the process of requesting and sending transcripts will save staff countless hours, effort, and dollars. Docufide eliminates request forms and office visits from students, printing multiple copies of records, and addressing, assembling, and mailing hundreds of transcripts. Secure Transcript™ is built to handle all of these tasks. The one-time setup is simple, instructions are easy to follow, help is always available, no maintenance is needed – and, except for a small installation fee, there's *no cost to schools*.

### Easy for Colleges

Electronic transcripts are formatted to be more reliable and consistent than paper, and save the time and effort of opening, matching, scanning, and processing each student record. Depending on preference, each institution will be able to receive transcripts electronically as PDF image files, EDI, or XML. Colleges who prefer hardcopies will receive transcripts on special security paper.

**About Docufide** Docufide, Inc. is building a national reputation as the trusted intermediary for the electronic exchange of student records. Our flagship product, Secure Transcript, uniquely provides a highly efficient electronic environment for sending transcripts between high schools and colleges and universities. Drawing on the strength of advanced technology, superior service, and an experienced management team, Docufide is determined to become one of your key partners.

**Contact Us** Email us at [info@docufide.com](mailto:info@docufide.com), or call 310.309.3722