

# Oregon Tech's Policy on Releasing Diplomas and Transcripts

In compliance with OAR 580-041-0010 (1) and OAR 578-041-0010, this institution may place a "hold" on the release of a student's **Diploma, Transcripts or other instruments of Degree Confirmation/Verification**, in either of the following circumstances:

A. The student has not satisfied a debt with the school that may include, but not be limited to, charges such as:

Tuition and Fees  
Housing Charges

Emergency Loans  
Bookstore Charges

B. The student has not completed an exit interview for all educational loans received while attending Oregon Tech.

**Exit interviews** for Federal Perkins, Matthew, Boyer, Vascular, and MIT loans will be available:

**March 9, 2012 for Winter Term Graduates:**

**May 25, 2012 for Spring Term Graduates**

.....  
*NOW*  
*ON LINE*  
.....

Website: [www.ecsi.net](http://www.ecsi.net)  
Ph#: 1 (888) 549.ECSI (3274)

School Code for OIT: 82.....you will also need your SID/SSN to obtain a pin#

If you have any questions email/call/see:

Business Affairs Office  
Keeley Abbott  
Snell Hall, Room 117  
[keeley.abbott@oit.edu](mailto:keeley.abbott@oit.edu)  
(541) 885.1203

**Exit interviews** for Stafford and SLS loans need to be completed online at [www.nslds.ed.gov](http://www.nslds.ed.gov).

If you have any questions call/see:

Financial Aid Office  
College Union  
(541) 885.1280

Please check your OregonTech email monthly for a statement indicating a balance due on your account. You may also check web for student to be certain that your diploma and/or transcripts will not be held because you either owe a balance on your account or you have not completed an exit interview.

## Oregon Institute of Technology

Office of Business Affairs (541) 885.1203, Fax (541) 885.1115  
3201 Campus Drive, Klamath Falls OR 97601-8801