

Oregon Tech's Policy on Releasing Diplomas and Transcripts

Oregon Tech may place a "hold" on the release of a student's Diploma under the following circumstances (with exceptions to cases involving Bankruptcy):

- 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 and Meal Plan charges
 - All other misc. fees charged to student accounts
 - Emergency Loans
 - Bookstore charges

Oregon Tech may place a "hold" on the release of a student's Diploma, Transcripts, or other instruments of Degree Confirmation/Verification, in either of the circumstances listed below (with exceptions to cases involving Bankruptcy).

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

- Exit interviews for: Federal Perkins, Matthew, Matthews Supplemental, Yates, OIT, Boyer, Vascular, and MIT loans, will be sent directly to the student's Oregon Tech email address from Heartland ECSI (Oregon Tech's third party loan servicer) on behalf of Oregon Tech.

Website: <https://heartland.ecsi.net/>

Phone #: (888) 549-ECSI (3274)

School Code for Oregon Tech: 82 – You will also need your SID/SSN to obtain a pin #

If you have any questions, call, visit, or email
Business Affairs Office
Snell Hall, Room 116
(541) 885-1202 cashier@oit.edu

- Exit counseling for Stafford loans need to be completed online at <https://studentaid.gov/>

If you have any questions, call, visit, or email
Financial Aid Office
College Union (541)
885-1280
dollars@oit.edu

Students with these types of holds will be allowed to receive one unofficial transcript, which will be clearly marked as unofficial until the hold is cleared.

Please check your Oregon Tech 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
3201 Campus Drive, Klamath Falls, OR 97601-8801
(541) 885-1202, Fax (541) 885-1115