

October 02, 2025

Via email: Amanda McSween, University Registrar <[amanda.mcsween@ttuhsc.edu](mailto:amanda.mcsween@ttuhsc.edu)>

Re: Request for Transcript Issuance under 34 C.F.R. § 668.14(b)(33)–(34)

Dear Registrar:

I respectfully request issuance of my official transcript. If any hold exists, please identify the current basis and applicable policy citation. Please also advise whether your institution's Title IV participation agreement has adopted the transcript-withholding limits in 34 C.F.R. § 668.14(b)(33)–(34), and how those provisions are being implemented.

Delivery preference: electronic secure PDF sent to [kbassphiladelphia@gmail.com](mailto:kbassphiladelphia@gmail.com). If fees apply, please advise and provide a payment method.

Requester:

Kevin Norris Bass (Student ID: R11333575)  
[kbassphiladelphia@gmail.com](mailto:kbassphiladelphia@gmail.com) | 512-333-4092

Sincerely,

Kevin Norris Bass

To ensure a complete search, please include agency email/document systems and collaboration/messaging platforms used for agency business (e.g., Exchange/Outlook, Teams/SharePoint, SMS/iMessage, GroupMe, WhatsApp, Signal, Slack), including any agency-managed personal devices to the extent required by Texas Gov't Code § 552.004 and SB 944. Please suspend routine auto-deletion for potentially responsive data for the duration of this request and document the systems searched.