Verification of Diplomas and Other Official Documents

- Obtain official SIUC transcript at Transcripts Office, Woody Hall, A-119. Phone: (618) 453-2976. Transcript Fee is $5.00 for each copy.

- Take official transcript to the Jackson County Clerk’s office at the County Courthouse in Murphysboro for verification of SIUC’s Record Department’s Notary Public.

- Mail transcript to the Secretary of State’s office in Springfield for additional verification of Notary’s signature. Address:

  Secretary of State
  Notary Department
  Index division
  Centennial Building
  Springfield, IL 62723
  (217) 782-7017

  The current charge is $2.00 per document.