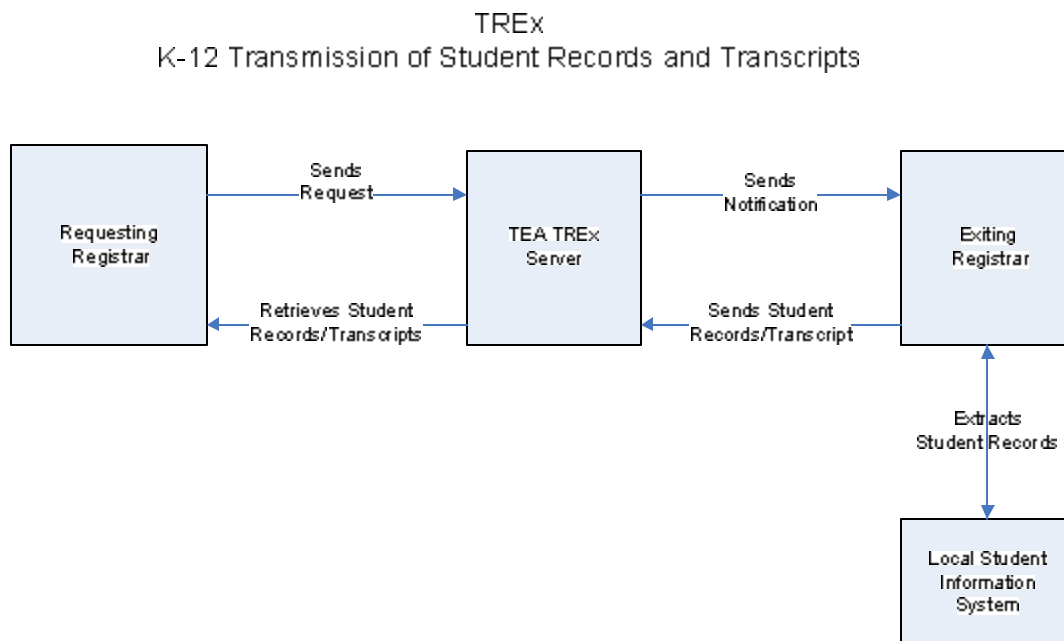


## Texas Education Agency

### Overview of the Texas Records Exchange System (TReX)

- The TReX system was developed in response to the 79<sup>th</sup> Legislature, 3<sup>rd</sup> Called Special Session HB1, which mandated the development of an electronic student records system to allow a state or district official, or representative of an institution of higher education, to electronically transfer a student transcript to and from an institution where the student is enrolled.
- **Goal:** Deploy a cost effective web-based solution for use by school districts and institutions of higher education, that supports existing policies, processes, and information systems, while reducing the time and cost to securely transfer student records and transcripts.
- **Implementation:** TEA selected the National Transcript Center (NTC) as the vendor to provide the system. NTC had already developed a similar product for national use, and maintains a national registry. The product uses a model similar to PEIMS where schools extract data from their local student information systems, and transmit the data as an electronic record to a centralized TReX server for retrieval.
- **Process:** Authorized users login to TReX to enter a request for a student's record or transcript. If the user is a K-12 school, PEIMS access is integrated into the application in order to help them identify the last school the student attended, and know where to send the request. The request is logged on the TEA server, and an email is sent to the registrar of the school the student last attended.

When the registrar at the school last attended receives the request, they extract the student's information from their local system, and send the electronic record with any attachments to the TReX server at TEA. When the record is received and validated, TReX sends an email to the requesting registrar to notify them that the record is available to be retrieved. Upon receipt of the email, the requesting registrar logs into TReX and retrieves the student record. Once this transaction is complete, *the student record is deleted* from the TReX server. TEA does not retain any student records or transcripts.



# TREx

## K-12 Transmission of High School Transcripts to Institutions of Higher Education

