Unofficial Transcript

Step 1 – Navigation

Option 1:
- a. Student Service Center tile
- b. other academic...
- c. Transcript: View Unofficial
- d. click the >>

Option 2:
- a. Grades and Transcripts tile
- b. My Academic tab
- c. View my unofficial transcript
Step 2 – Processing

a. Report Type = SOAR Course History Report
b. Click Go button
c. Your unofficial transcript will display