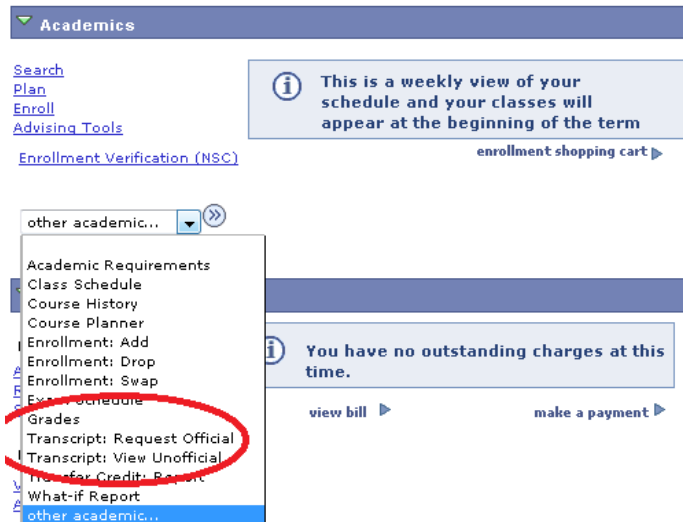


## Accessing Your Transcripts & Grades

- At the end of the session, you will want to be able to access your transcript and grades for your course. To see your grades, you must login to PAWS and access your Student Center. Under the “Academics” heading there will be a drop down menu that reads “other academic...” Click on the drop down menu and select Grades.



- In order to request an official transcript, you will also need to click on the “other academic...” drop down menu in the Academics section and click on “Transcript: Request Official.” You will then need to fill out all required information and submit.

Favorites | Main Menu > Student Self Service > Student Center

### Paper Transcript Request

Select Processing Options

If you choose to have your request held for grade posting or degree conferral, it will not be processed until the date shown.

Select Option: Immediate Processing      \*Email Address:

Quantity:       [VIEW ALL REQUESTED TRANSCRIPTS](#)

Enter Recipient Address Information

Send To My Address

Send To:

Country: United States

Address:       [Edit Address](#)

**\*\*Incomplete address information will delay your request.\*\***