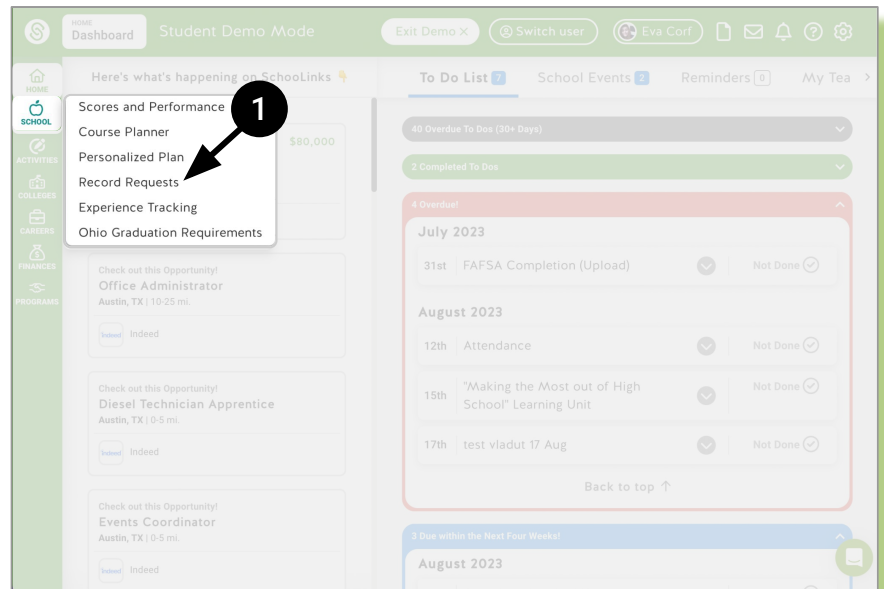


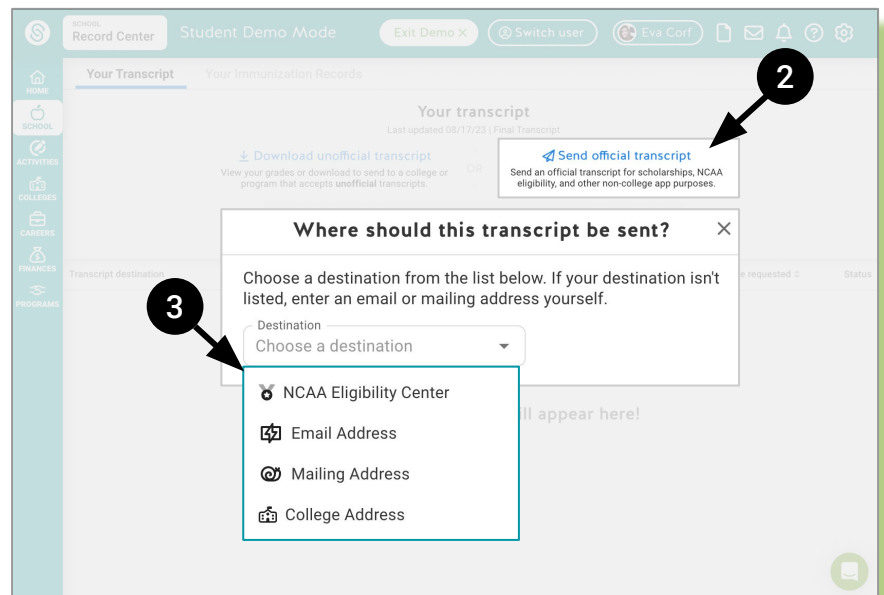
# How to Request Non-College Transcripts [student guide]

In this guide, you will learn how to request non-college transcripts. Please watch the College Transcripts [video](#) to learn more about college application transcript requests.

- 1 Select **Record Requests** from the School Module in the side navigation panel



- 2 Click on **Send Official Transcript** to request a transcript be sent on your behalf



- 3 Choose transcript destination
  - NCAA Eligibility Center
  - Email Address
  - Mailing Address
  - College Address\*

*\*Reminder: All College Application Transcripts should be requested through College Applications in the College Module*