## **Unofficial Transcript**

1. Login to Eagles self-service:



2. Click on graduation cap located on left bar:



3. Click arrow to open menu and locate and click Unofficial Transcripts:

۲	Academics	^	Hello, Welcome to Eagle Self-Service! Choose a category to get started.
	Student Planning	$\sim$	
	Register for Classes		Student Finance
	Course Catalog		
	Grades		
	Unofficial Transcript	1	Employee Here you can view your tax form consents, earnings statements, banking information, timecards and leave balances. Student Planning Here you can plan courses to take in the future, view your degree progress, and register in course sections during registration periods.
	Transfer Summary	<ul> <li>Hello, Welcome to Eagle Self-Service! Choose a category to get started.</li> <li>Student Finance Here you can view your latest statement and make a payment online.</li> <li>Student Finance Ta 3 on ge your consent for e-delivery of tax information.</li> <li>Employee Here you can view your tax form consents, earnings statements, banking information, timecards and leave balances.</li> <li>Course Catalog Here you can view and search the course catalog.</li> <li>Grades Here you can view your grades by term.</li> </ul>	
	Academic Attendance		Course Catalog Here you can view and search the course catalog.

4. Click on Degree Audit Transcripts and receive your PDF

