

**Request a *free* transcript now through May 24, 2019.**

1. Go to https://www.parchment.com/c/reg/regcode.php
2. Enter registration code (code can be found inside your UCAW folder)
3. At this point, update email (please use an email you frequently use and not your granitesd account as you will not have access to this email after you graduate), also create a password you will **REMEMBER**!
4. Click **YES** for College, Scholarship programs and other institutions.
5. Check to waive FERPA.
6. Check all three boxes at the bottom.
7. Click “Let’s go.”
8. Update your contact info.
9. Click finish when done.
10. Click “Order Pending” to officially pick which schools to send your transcripts to.
11. Push Save & Continue.
12. Push Continue.
13. Provide consent where you will sign electronically and click the parent box. Click Continue.



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