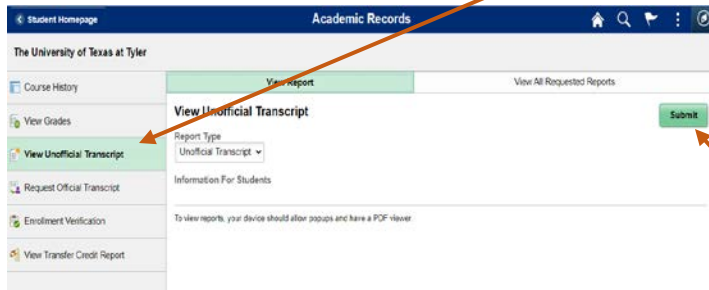


Viewing Unofficial Transcript

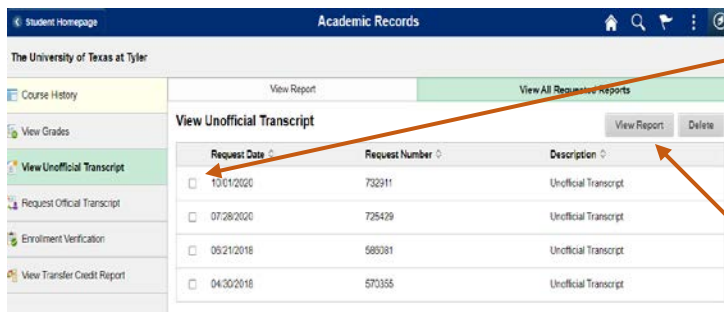


- When in your MyUTTyler Student Homepage, select the Academic Records tile.



- Select “View Unofficial Transcript” from the left-hand menu.

- You will notice that unofficial is the only option in the drop-down menu. Select the green “Submit” button on the right of the screen.



- You should now see a record of all reports you have requested. Select the check box with today’s date.

- Make sure your Pop-up blockers are turned off and then select “View Report”. Your transcript will open and allow you to print or download.