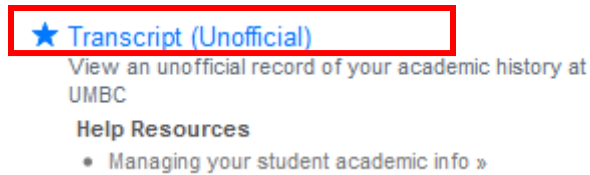


Running the Unofficial Transcript Report

REMINDER: DO NOT USE THE BROWSER BACK BUTTON.
POP-UP BLOCKER MUST BE TURNED OFF.

1. From myUMBC, locate the **Topic > Advising & Student Support or Classes & Grades**.
2. Click once on the **Transcript (Unofficial)** link.



★ [Transcript \(Unofficial\)](#)
View an unofficial record of your academic history at UMBC
Help Resources
• [Managing your student academic info »](#)

3. Click once on the **View Report** button.



myUMBC PeopleSoft
CAMPUS SOLUTIONS
PS Favorites Main Menu



Search Plan Enroll My Academics

View Unofficial Transcript

Choose an institution and report type and press View Report

****this process may take a few minutes to complete. please do not press any other buttons or links while processing is taking place****

Academic Institution	UMBC	
Report Type	Unofficial Transcript	view report

Information For Students

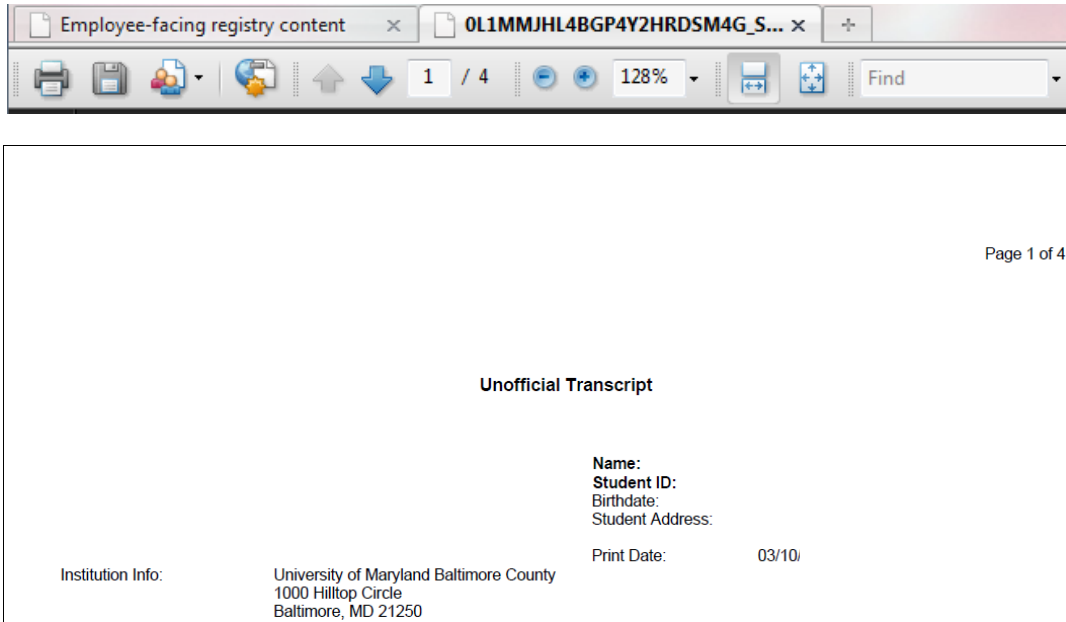
This is the UMBC Unofficial Transcript.

Click to view previously generated reports.

[VIEW ALL REQUESTED REPORTS](#)

To run a new report, follow these steps:

1. Select **Unofficial Transcript** from the Report Type drop down menu.
2. Click once on the **View Report** button. The report will be generated, and it will open in a separate window in Adobe Acrobat.



To view a previously generated report, follow these steps:

1. Click once on the **View All Requested Reports** button. A list of prior reports is displayed.
2. Click once on the desired **View Report** button. The report will open in a separate window in Adobe Acrobat.

Advisee Unofficial Transcript

Previous Requests

	Request Date	Description	Institution	User ID	Future Release	Requested Print Date
view report	02/15/2011	Unofficial Transcript	UMBC1	BOERTEL	Immediate Processing	02/15/2011

[CANCEL](#)

Click the **View Report** button.

3. Click the **Cancel** button to return to the previous screen.