Request Transcripts

Suggested timeframe of completion: February 1- May 15

Colleges are not the only organizations that might a request a copy of your high school transcript to accept your application for education, training, or a job. Employers may also ask for this document when they are reviewing your resume for a job or apprenticeship.

A high school transcript is the official record of your academic accomplishments starting in 9 th grade and ending 12th grade. It lists all the classes you took, when you took them, and the grades you received. Colleges carefully review your transcript during the application process. Employers might ask for a transcript to check out your grades but also see if you've taken any classes that might be directly applicable to the job you're applying for.

As you prepare for your senior year and what lies beyond, here are some questions to ask yourself:

Do you know how to get your high school transcripts to go along with your college applications?

No

If you've taken dual credit classes, do you know how to request your official transcript(s) to go along with your college applications?

No

Mark As Complete

No