

Once logged into MyAccess, from the Main Menu page, select the Student Tab at the top of the screen. Next, select student Records.

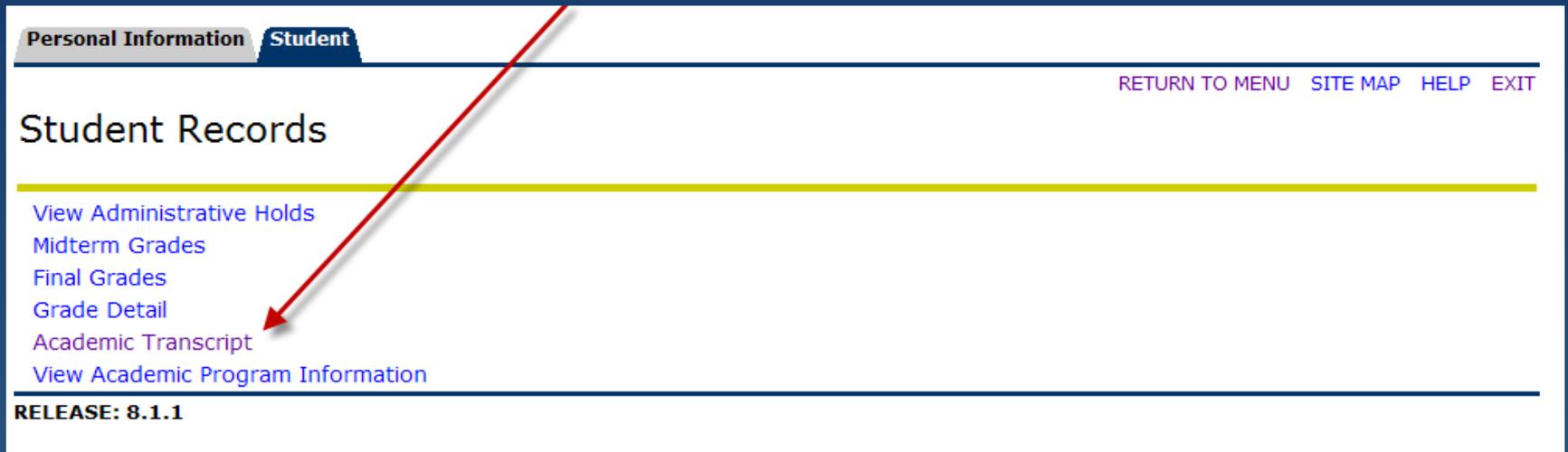
The screenshot shows the MyAccess interface. At the top, there are two tabs: "Personal Information" and "Student". A red arrow points to the "Student" tab, with the number "1" next to it. Below the tabs, there is a navigation bar with links: "RETURN TO MENU", "SITE MAP", "HELP", and "EXIT". The main heading is "Student". Below this, there is a list of links and descriptions:

- [Registration](#)
Register for 2009 and/or 2010 academic year courses and view your 2009 and/or 2010 course schedule, as appropriate.
- [Student Records](#) ← 2
View your academic program information and any administrative holds.
- [Student Account](#)
Access the Student Accounts Services site, Request a Refund, and perform other Student Account functions.
- [Student Health Insurance Survey](#)
Accept or Waive Student Health Insurance
- [Tutorial: Joining the Conversation: Scholarly Research and Academic Integrity](#)
Required for all new undergraduate students, 2nd Degree NHS students, SCS BALS students
Deadline: Friday, October 9, 2009
- [MyDegree](#)
View your Degree Audit - IMPORTANT - link opens in a new window - myaccess.georgetown.edu must be allowed through your pop-up blocker.
- [HOYAlert \(Emergency Notification System\)](#)

At the bottom left, there is a red link: [Enroll Now!](#)

At the bottom left, there is a footer: **RELEASE: 8.1.1**

Select Academic Transcript.



The screenshot displays a web application interface with a dark blue header. On the left, there are two tabs: 'Personal Information' and 'Student', with 'Student' being the active tab. On the right side of the header, there are links for 'RETURN TO MENU', 'SITE MAP', 'HELP', and 'EXIT'. Below the header, the main content area is titled 'Student Records'. A horizontal yellow line separates the title from a list of menu items: 'View Administrative Holds', 'Midterm Grades', 'Final Grades', 'Grade Detail', 'Academic Transcript', and 'View Academic Program Information'. A red arrow points from the top left towards the 'Academic Transcript' link. At the bottom left of the page, the text 'RELEASE: 8.1.1' is displayed.

Personal Information Student

RETURN TO MENU SITE MAP HELP EXIT

Student Records

- [View Administrative Holds](#)
- [Midterm Grades](#)
- [Final Grades](#)
- [Grade Detail](#)
- [Academic Transcript](#)
- [View Academic Program Information](#)

RELEASE: 8.1.1

Select the drop down arrow from Transcript Type.

Personal Information **Student**

RETURN TO MENU SITE MAP HELP EXIT

Academic Transcript Options

 Select the transcript level and transcript type.

Transcript Type: 

Optional: to produce a transcript compliant with Americans with Disabilities Act requirements, select HTML format below.

Display Format: PDF HTML

RELEASE: 7.2 MC:14.0

Next, Select Unofficial Undergraduate or Unofficial Graduate from the drop down screen to view your unofficial transcript. Then click Submit in the bottom left corner of the screen.

Personal Information **Student** 1

RETURN TO MENU SITE MAP HELP EXIT

Academic Transcript Options

Select the transcript level and transcript type.

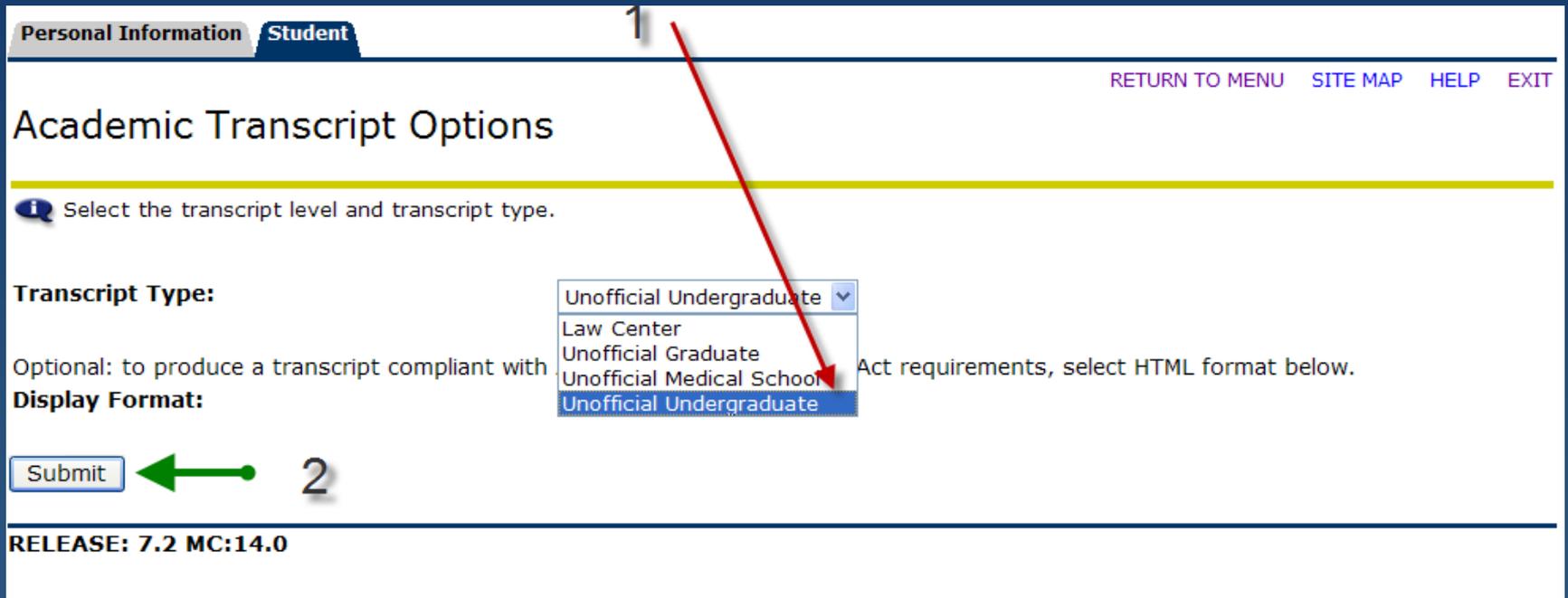
Transcript Type:

Optional: to produce a transcript compliant with Act requirements, select HTML format below.

Display Format:

Submit ← 2

RELEASE: 7.2 MC:14.0



Unofficial Undergraduate	▼
Law Center	
Unofficial Graduate	
Unofficial Medical School	
Unofficial Undergraduate	

The transcript takes a few moments to generate. While generating this is the page you will see.

[Personal Information](#) **Student**

[RETURN TO MENU](#) [SITE MAP](#) [HELP](#) [EXIT](#)

Academic Transcript

 This is not an official transcript. Courses which are in progress may also be included on this transcript.

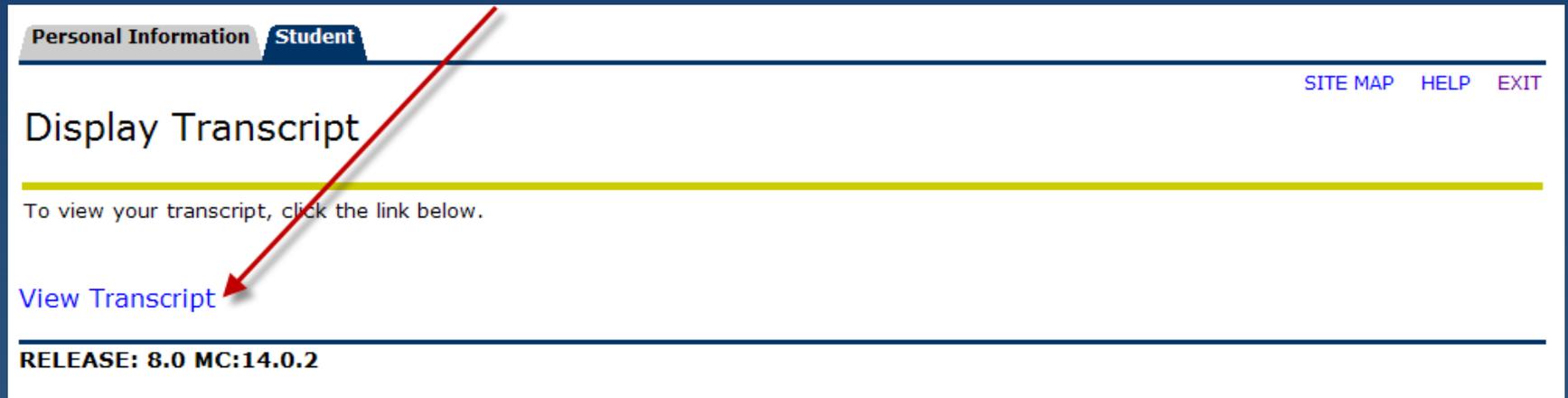
Your transcript will be generated as a PDF file. The process takes several moments. You will soon be prompted to open or save the PDF file.

After you've viewed, saved, or printed the transcript, click [RETURN TO MENU](#).

Please wait, your transcript is being generated now...

RELEASE: 8.0 MC:14.0.2

Click on View Transcript. Your unofficial transcript will then be generated for you to view.



The screenshot shows a web interface with a navigation bar at the top. On the left, there are two tabs: 'Personal Information' and 'Student'. The 'Student' tab is currently selected. On the right side of the navigation bar, there are three links: 'SITE MAP', 'HELP', and 'EXIT'. Below the navigation bar, the main heading is 'Display Transcript'. A horizontal yellow line separates the heading from the main content area. Below the line, there is a text instruction: 'To view your transcript, click the link below.' Underneath this instruction is a blue hyperlink labeled 'View Transcript'. A red arrow points from the top left towards the 'View Transcript' link. At the bottom of the page, there is a footer with the text 'RELEASE: 8.0 MC:14.0.2'.

Personal Information Student

SITE MAP HELP EXIT

Display Transcript

To view your transcript, click the link below.

[View Transcript](#)

RELEASE: 8.0 MC:14.0.2