

Transcript Request

Official High School Transcripts

[Transcript Request Form](#)

Naviance Student

Naviance Student

We use Naviance eDocs to send Official Transcripts to colleges

To Access Naviance Student:

Step 1:

Please sign into your school GMAIL Account. At the top right of the screen, please click on the waffle icon (below):



Step 2:

After clicking the waffle, scroll down to the Naviance SSO HS Student icon (below):



YOU NEED TO APPLY 1st THEN REQUEST TRANSCRIPT

In Naviance Student, Students Need to Indicate which Colleges Need a Transcript. Watch this to Learn How..

[Request a Transcript](#)

SAT/ACT Scores

Students are responsible to send Official SAT/ACT scores to the colleges directly from testing agency

Request Transcripts

In order to access a transcript request, open the Colleges I'm Applying To list

Option 1: When using the plus (+) to add a new college, you can request a transcript during the process.

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Cancel Add New College Application

STEP 1 Add Application STEP 2 Request Transcript

Which college are you applying to?
Australasian Maritime Institute

Colleges already in your application list would be unavailable for selection.

App type
Regular Decision

I'll submit my application
Direct to the institution

I've submitted my application

Add Application **ADD AND REQUEST TRANSCRIPT**

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Home Courses **Colleges** Careers About Me My Planner

Colleges I'm applying to Search for colleges

Manage Transcripts Application Milestones Compare Me

+ = extended profile available **+ REQUEST TRANSCRIPTS** REMOVE

Type	Deadline	Expected Difficulty*	Transcripts	Office materials	Submission Type	Application
University	RD Regular Decision 15	N/A	requested	Pending	?	Unknown EDIT MORE
University	RD Regular Decision 15	N/A	requested	Pending	?	Unknown EDIT MORE
College e County	RD Regular Decision	N/A	requested	Initial materials submitted	?	Unknown EDIT MORE

Option 2: The Request Transcripts option allows you to request a transcript for any of the colleges on your list.

QUESTIONS?

Email your Guidance Counselor with any Questions they are happy to answer them.

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