How to View Unofficial Transcripts

1. Logon to my.wsu.edu
2. Click on Student Center

Student Center

Go to my Student Center

Use the student center to manage school related activities such as:

- Check Your Student Aid
- View Schedule
- Enroll for Classes
- Manage Personal Information
- And More

Go to my Student Center

my.wsu You are logged in as: ...

Favorites ▼ Main Menu ▼ ▶ Self Service ▼ ▶ Student Center

Student □ Staff □ My Page □

Kelsey's Student Center

Academics

Search
Plan
Enroll
My Academics

other academic...

This Week's Schedule

<table>
<thead>
<tr>
<th>Class</th>
<th>Schedule</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Mon 1:00PM - 3:00PM</td>
</tr>
<tr>
<td></td>
<td>Wed 5:45PM - 9:30PM</td>
</tr>
<tr>
<td></td>
<td>Fri 4:10PM - 7:00PM</td>
</tr>
</tbody>
</table>

weekly schedule ▶

enrollment shopping cart ▶

Finances

Statement

Account

Balance
3. Click the drop down menu under Other Academics

4. Select Transcript: View Unofficial. Click Go.

5. Select the Report Type “Academic Record-Unofficial”

6. Click “view report”.

7. PLEASE NOTE: The Transcript populates in a new window. CHECK POP UP BLOCKERS if your transcript does not appear.