

# HOW TO VIEW YOUR TRANSCRIPT IN POWER SCHOOL

Log into your PowerSchool account.

On the left-hand side, click on "Student Reports".

Click on the link in the center of the page "student transcript"

From there, you can save it to your computer so you can upload it!

Remember, for a transcript to be considered "official" it must be ordered through:  
[www.Parchment.com](http://www.Parchment.com).