View/Print your Unofficial Transcript
Open a browser and go to your campus website.

Step 1: Click on **Students** or **Current Students**.

[www.seattlecentral.edu](http://www.seattlecentral.edu) | [www.southseattle.edu](http://www.southseattle.edu) | [www.northseattle.edu](http://www.northseattle.edu)
Step 2: Click on the ctcLink icon.
Log in to your account.

a) Enter your ctcLink ID and click **Next**.

b) Enter your ctcLink password and click **Verify**.

**Step 3:**
If you are or have been a student at more than one Washington state community college, click the college you want to log in to.

**Step 4:**
If you have only been admitted to or attend one college, go to **Step 5**.
Step 5: Click on “Student Homepage”.
Step 6: Click on the **Academic Records** tile.
Step 7: Click View Unofficial Transcript.
If you’ve taken classes at more than one college, click the college to see the transcript from that school.

**Step 8:** If you’ve only ever attended one college, go to Step 9.
On this page, you can submit a **New Request** or **View All Requested Reports**. For a NEW, up-to-date transcript, click **Submit** to open the transcript in another window and go to **Step 11**.

**Step 9:** To view previous transcript requests, click **View All Requested Reports** and go to **Step 10**.
To view a previous transcript request, check the box next to the request you wish to view and click **View Report**.

**Step 10:** The Transcript will only show information as it *was* on the request date. For up-to-date transcript information, you must submit a New Request. See **Step 9**.
### Unofficial Transcript - Academic Career

**Name:** Snow White  
**Student ID:** 201847122  
**Print Date:** 02/12/2021

#### Beginning of Academic Career Record

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Attempted</th>
<th>Earned</th>
<th>Grade</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 112</td>
<td>Drawing</td>
<td>3.00</td>
<td>3.00</td>
<td>4.0</td>
<td>0.000</td>
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<td>5.00</td>
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<td>0.000</td>
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<tr>
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<td>Transferred-In Course</td>
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<td>5.00</td>
<td>4.0</td>
<td>0.000</td>
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<td>2.00</td>
<td>4.0</td>
<td>0.000</td>
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<td>Us History 1: To 1877</td>
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<td>Interultural Comm</td>
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<tr>
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<td>5.00</td>
<td>4.0</td>
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</tbody>
</table>

**Term GPA:** 0.000  
**Term Totals:** 33.500  
**GPA Units:** 0.000  
**Points:** 0.000

#### FALL 2017

#### SUMMER 2018

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
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<th>Earned</th>
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<th>Points</th>
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<tbody>
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<td>Intro To Logic</td>
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<td>5.00</td>
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<tr>
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<td>1.00</td>
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<td>0.000</td>
</tr>
</tbody>
</table>

**Attempts:** 33.500  
**Earned:** 33.500  
**GPA Units:** 0.000  
**Points:** 0.000

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**Step 11:** Now you can download or print your unofficial transcript!