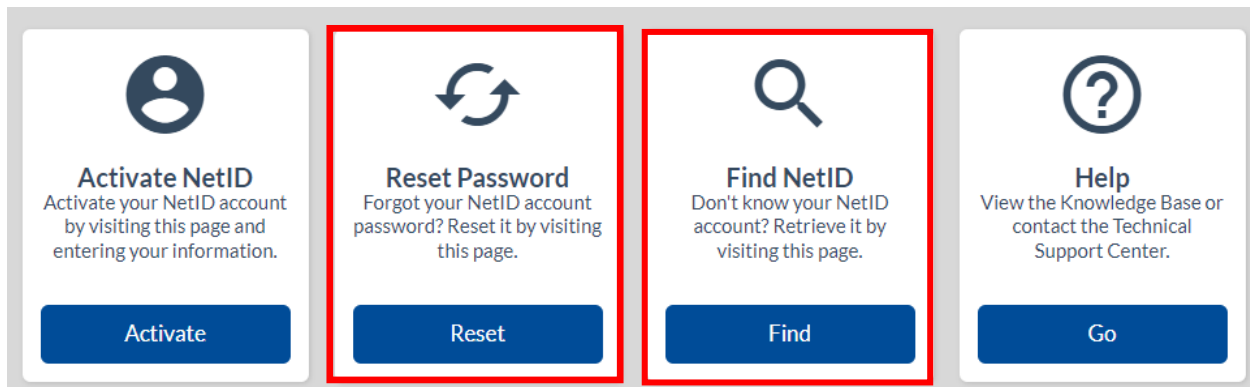


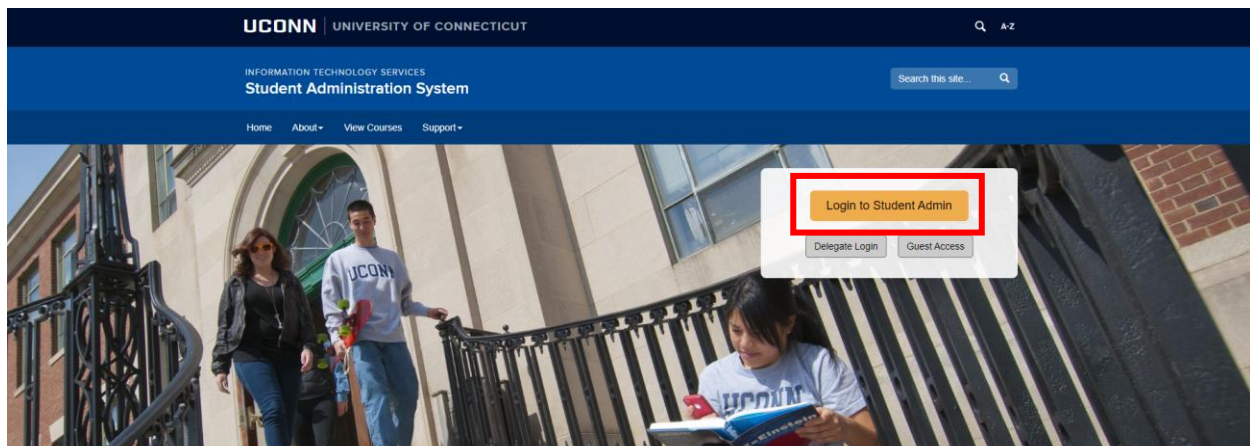
How to Send an Official Transcript

ALL UConn ECE Students/ Alumni have a NetID and password. You may need to contact tech support if your associated email (often high school email) is no longer active.

1) If unknown, identify your NetID and password. Find your NetID at netid.uconn.edu and reset the password if necessary. If you run into issues with resetting the password, please contact the Technology Support Center at techsupport.uconn.edu.

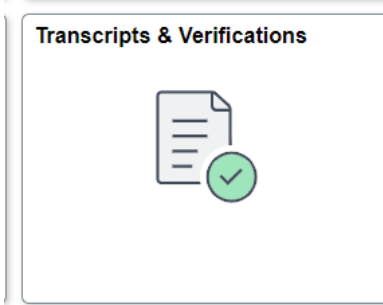


2) Once you have your NetID and password, please log into studentadmin.uconn.edu. Click on the gold button that says, "Login to Student Admin".

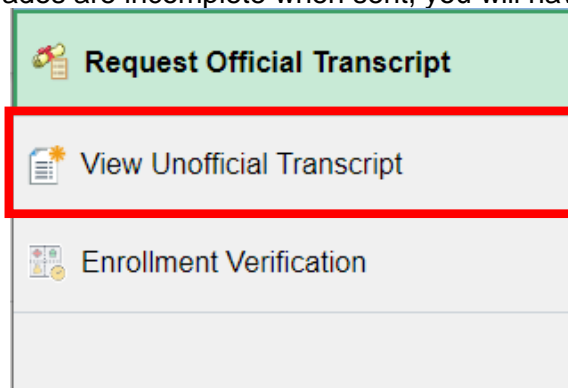


Note: The Student Administration System often fails to open PDFs/popups when using Safari. For the best results, please use Google Chrome on a PC or laptop.

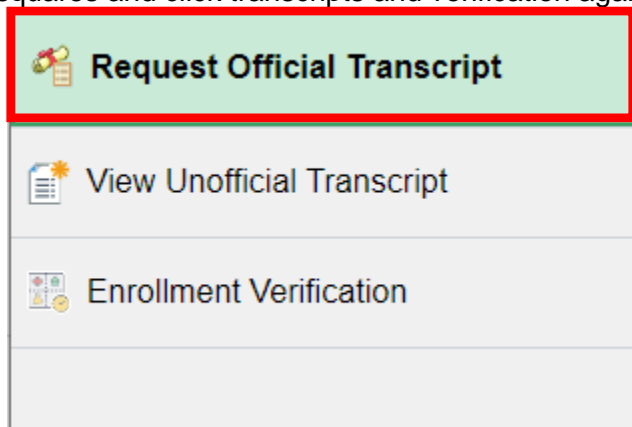
3) Once inside Student Admin, click " Transcripts and Verification".



4) On the left-hand side, click " View Unofficial" to verify that the transcript is accurate, and all grades are recorded. If grades are incomplete when sent, you will have to resend the transcript.



5) Click "Request Official Transcript" on the left-hand side. You may need to go back to the main page with all the squares and click transcripts and verification again.



6) Please follow all the prompts under the Request button. It will ask you what school to send the transcript to. Please note that if there is a balance on your account, you will be unable to request a transcript until paid/resolved.

If you have any other questions, please contact UConn ECE at 860-486-1045 or ece@uconn.edu. If you need information about when your transcript will be sent or ordering questions, please contact the Office of the Registrar's at 860-486-3331 or registrar@uconn.edu.