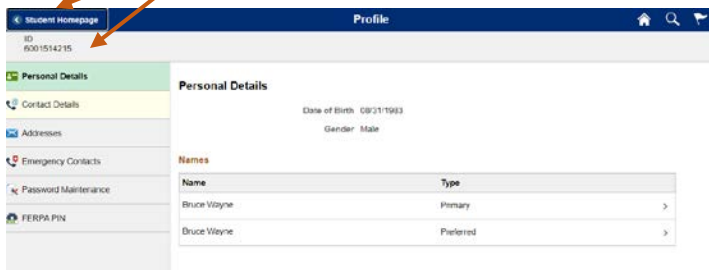


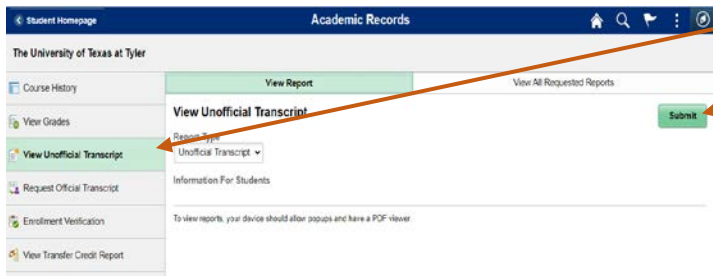
## Viewing Unofficial Transcript



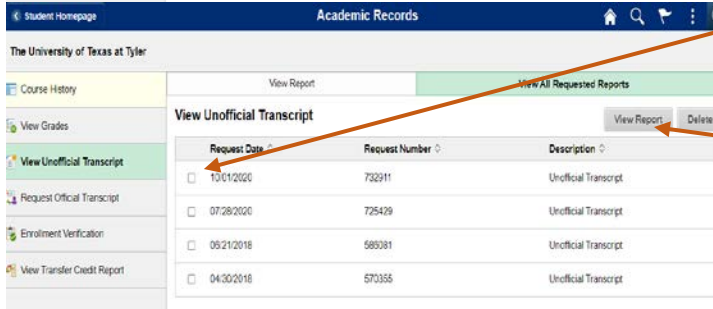
- From the MyUTTyler student homepage, select “My Profile”.
- You can see your student ID number in the top left corner of the page.
- Another option is to open an unofficial transcript. Return to the Student Homepage by selecting the option in the top left corner.



- When in your MyUTTyler Student Homepage, select the Academic Records tile.



- Select “View Unofficial Transcript” from the left-hand menu.
- You will notice that unofficial is the only option in the drop-down menu. Select the green “Submit” button on the right of the screen.



- You should now see a record of all reports you have requested. Select the check box with today’s date.
- Make sure your Pop-up blockers are turned off and then select “View Report”. Your transcript will open and allow you to print or download.

**Unofficial Transcript**

Name: Bruce Wayne  
Student ID: 6001514215

Institution Info: The University of Texas at Tyler  
Print Date: Oct 6, 2020

- Your student ID number is underneath the name on the unofficial transcript.

End of Unofficial Transcript

One-Stop  
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[www.uttyler.edu/enroll](http://www.uttyler.edu/enroll)