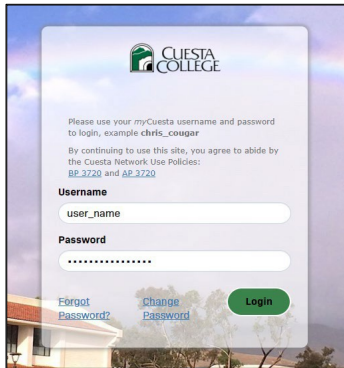
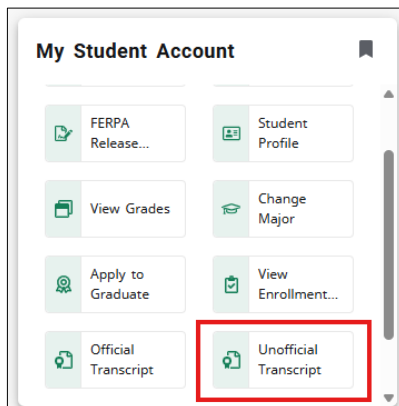


Viewing and Printing Unofficial Transcripts

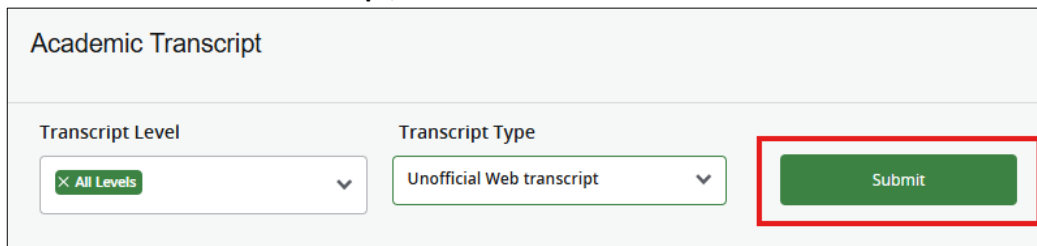
1. Login to [myCuesta](#) using your myCuesta username and password
Forgot username? Email support@my.cuesta.edu. Forgot password? [Change your password](#)

The image shows the myCuesta login page. At the top is the Cuesta College logo. Below it, a message asks the user to use their myCuesta username and password to login, with an example 'chris_cougar'. It also states that by continuing, the user agrees to abide by the Cuesta Network Use Policies (RP-3728 and RP-3729). There are two input fields: 'Username' with the placeholder 'user_name' and 'Password' with a masked password. Below the fields are links for 'Forgot Password?' and 'Change Password', and a green 'Login' button.

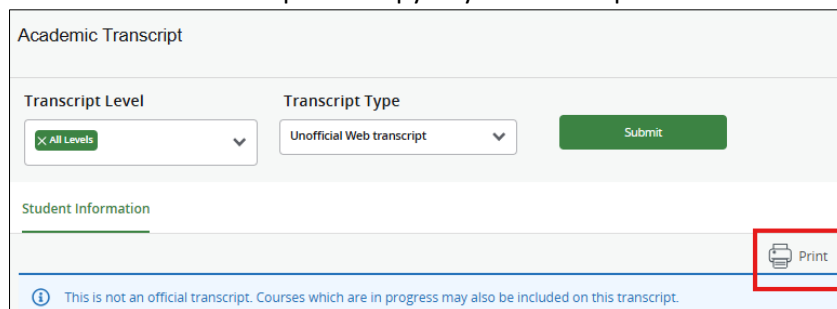
2. On the **My Student Account** tile, scroll down and select **Unofficial Transcript**.

The image shows the 'My Student Account' tile. It has a title bar with a bookmark icon. Below the title bar is a grid of eight tiles: 'FERPA Release...', 'Student Profile', 'View Grades', 'Change Major', 'Apply to Graduate', 'View Enrollment...', 'Official Transcript', and 'Unofficial Transcript'. The 'Unofficial Transcript' tile is highlighted with a red rectangle.

3. Select from the **Transcript Level** drop-down menu, select **All Levels**. From the **Transcript Type** drop-down menu, select **Unofficial Web Transcript**, then click **Submit**.

The image shows the 'Academic Transcript' form. It has two drop-down menus: 'Transcript Level' with 'All Levels' selected, and 'Transcript Type' with 'Unofficial Web transcript' selected. A green 'Submit' button is to the right of the 'Transcript Type' menu. The 'Submit' button is highlighted with a red rectangle.

4. Select the **Print** icon to print a copy of your transcript or save it as a PDF for your records.

The image shows the 'Academic Transcript' page after submission. It has the same 'Transcript Level' and 'Transcript Type' drop-down menus and a 'Submit' button. Below these is a section titled 'Student Information' with a horizontal line. At the bottom right, there is a 'Print' icon and the word 'Print'. The 'Print' icon is highlighted with a red rectangle. At the bottom left, there is a blue information icon and a note: 'This is not an official transcript. Courses which are in progress may also be included on this transcript.'