

Order your final transcript now

Do you know where you'll be sending your transcript when your final grades are in?

If the answer is yes, then place your order now. Your transcript won't be sent until your final grades are on it. Why wait?

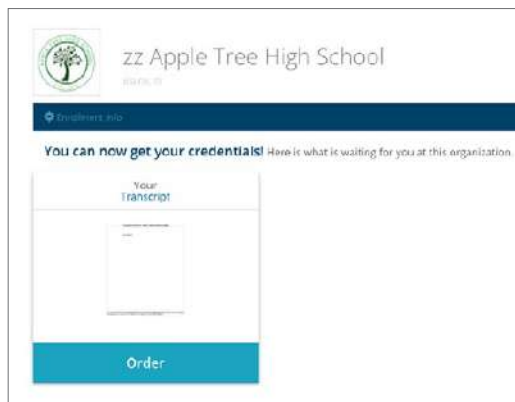
TO ORDER YOUR FINAL TRANSCRIPT:

1. [Sign in](#) to your Parchment account.
 - If you forgot your password, no problem! Simply click the [Forgot Password](#) link to reset it.
 - If you don't have a Parchment account yet, [create an account](#) now.



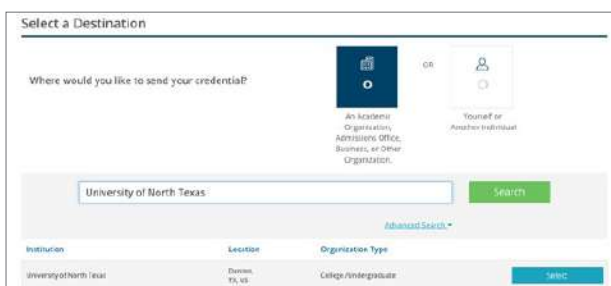
A sign-in form with two input fields: 'Email address or username' and 'Password'. Below the fields is a green button labeled 'SIGN IN'.

2. Click **Order**.



A screenshot of the 'Your Transcript' page. It features the school logo and name 'zz Apple Tree High School' at the top. Below is a blue button labeled 'Order'.

3. Search for the destination that you want to send your final transcript to. When you find it, click **Select**.



A screenshot of the 'Select a Destination' page. It shows a search bar with 'University of North Texas' entered. Below the search bar is a table with columns: Institution, Location, Organization Type, and a 'Select' button.


Institution	Location	Organization Type	
University of North Texas	Dallas, TX, US	College/Undergraduate	Select

4. Under **When do you want this sent?**, select **Hold for Grades**. This means the transcript won't be sent until this semester's grades are on it. Click **Save & Continue**. You'll click **Save & Continue** again after reviewing your order.

Order Details

Your order has NOT been placed yet.

Item(s) being ordered:



FROM
zz Apple Tree High School
Blaine, IN

TO
Cristin Dee
cdtes11@parchment.com

When do you want this sent?

- ☒ Send Now
- ☐ Hold for Grades
- Application Tracking Number (optional)

Delete this item

Transcript
Delivery Method
Electronic

+ Add Another Destination

Credential Fee \$0.00
Shipping / Handling \$0.00
Item Total \$0.00
Total Credential Fees \$0.00
Total Shipping / Handling \$0.00
Order Total \$0.00


Save & Continue

5. Give consent and click **Save & Continue**. On the next screen, you'll enter payment information and you're done!

Provide Consent

I authorize Parchment to release my academic credentials from zz Apple Tree High School to the destinations I select.

Sign here with mouse or finger:

X 

Clear Signature

Type Name:

☒ I certify under penalty of law that I am the individual identified above and I am authorized to take this action.

Save & Continue

A FEW RESOURCES

[Download the Parchment guide to ordering transcripts](#)

[Watch the ordering video](#)

[Watch the tracking video](#)