

Parchment

The simple online way to **Request, Send, and Store Transcripts.**

Request & Send Transcripts

Step 1: Log in or Register



1. Sign in at www.parchment.com
2. Click **Sign Up** to log in or register your account

Step 2: Add your school to your Profile



1. Click Get Started
2. Add your High School

Step 3: Add Destinations



1. Select Destinations such as colleges, NCAA, Common Application, or yourself
2. Review Destinations

Step 4: Provide Consent



1. Complete the waiver form.
2. Complete the Transcript Authorization form by eSigning

Step 5: Payment



1. Provide debit/credit card payment if there are any fees

Step 6: Track Order



1. The status of your request will be emailed and updated in your Parchment.com Account

More than 3 Million students use
Parchment to send Transcripts