View Your Unofficial Transcript

Please follow the below steps to view your unofficial transcript in the UCD Access Portal.

1. Log into your UCDAccess portal:

![PassportID Web Login](image1)

2. Locate the “Student Center” tab, and click on “All Student Functions:

![All Student Functions](image2)

![Course Schedule: Spring 2017](image3)
3. Click on the Academics option:

4. Select the option of “View Unofficial Transcript” from the list:
5. Select “CU Denver” as the Home Institution, in the “Select Transcript Type” field, click on All CU Careers. Now, to view the transcript click on the golden box that says “View Unofficial Transcript”:

6. The unofficial transcript will automatically pop up on the screen. The new window will display the list of previous unofficial transcripts that have been viewed by the student.

*Please note pop-up blockers must be turned off to be able to view the unofficial transcript*