## Access Unofficial Transcript in WISER Active Students Only\*

My Academics

Transcript

- 1. Log in to WISER with your campus user ID and password.
- 2. Click on the 'My Academics' icon:
- 3. Expand the 'Transcript' drop down menu:
- 4. Choose 'View my unofficial transcript' from the drop-down menu: (it may take a few seconds to load)



5. Academic Institution should be set to "University of Mass Boston" Report Type should be set to "Unofficial"

	Academic Institution			University of Mass Boston	~
	Report Type			Unofficial 🗸	
or	the 'View Report' button	View Report			

- 7. Next, click on the 'View Report' button (this may take a few seconds to load)
- Download your unofficial transcript by clicking on the "view report" button and 'Save As' an Adobe document (PDF file) on your desktop. Please note, pop-ups must be enabled.

\*Inactive students or students who no longer have access to WISER must order a transcript through the <u>National Student Clearinghouse</u>