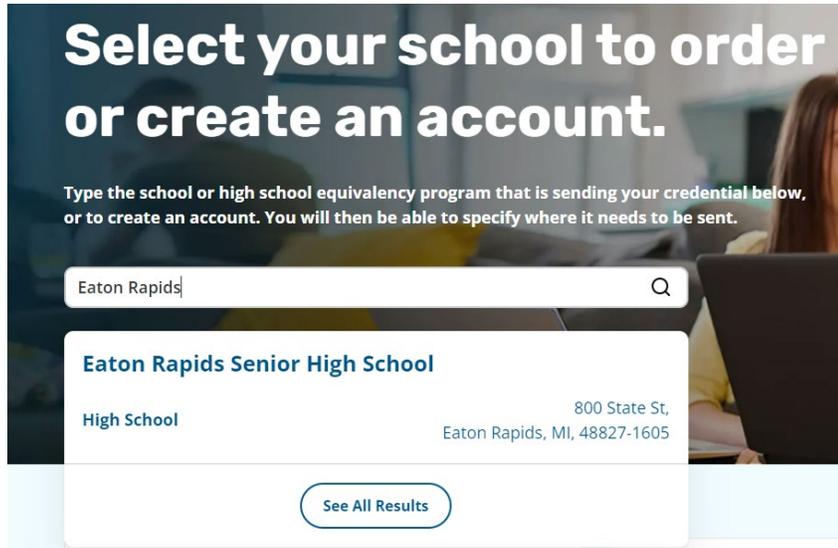


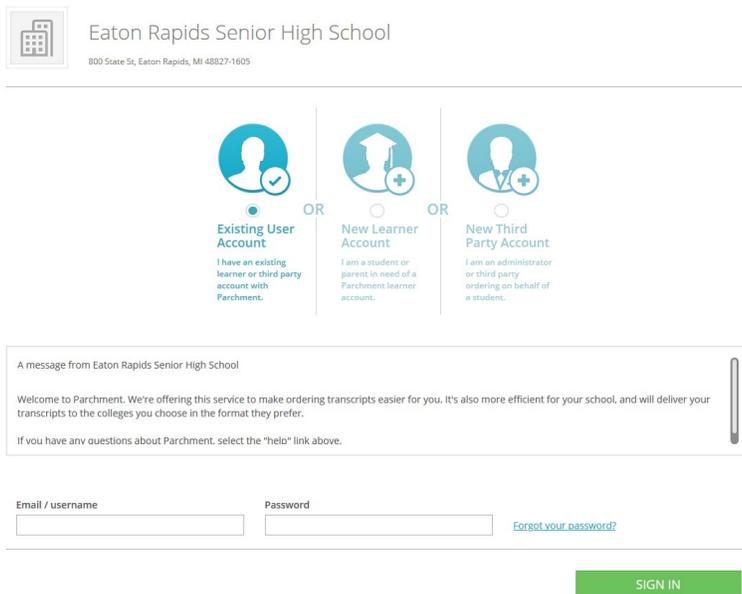
Parchment – Transcript Ordering Directions

Step 1: go to <https://www.parchment.com/students/order-status/>.

Step 2: type in your school’s name and choose your school from the list.



Step 3: Choose if you are an existing user or new user.



Step 4: follow prompts to complete the request.

Please manually enter Eaton RESA Career Preparation Center, Lisa Seigel - email lseigel@eatonresa.org to have it sent directly to CRTEC.