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.

		0	0
	Evicting User		New Third
	I have an existing learner or third party account with	Account I am a student or parent in need of a Parchment learner	Party Account I am an administrator or third party ordering on behalf of
A message from Eaton Rapids Welcome to Parchment, We're transcripts to the colleges you	Senior High School offering this service to make orderin choose in the format they prefer.	g transcripts easier for you. I	t's also more efficient for your school, and will deliver your
I vou nave anv questions abor	at Parchment, select the "help" link a	jove.	

Step 4: follow prompts to complete the request.

Please manually enter whichever ISD you are taking early college through: Clinton County RESA, Jennifer Fenning, <u>ifenning@CCRESA.org</u> Eaton RESA Career Preparation Center, Lisa Seigel - email <u>lseigel@eatonresa.org</u> Ingham ISD, Pam Kunckel-Chappell <u>pam.kunkel-chappell@inghamisd.org</u>