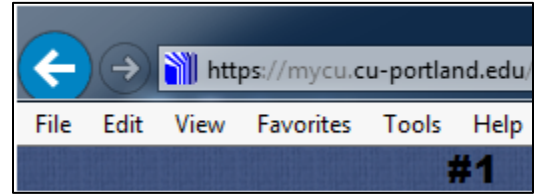


How to view Unofficial Transcripts

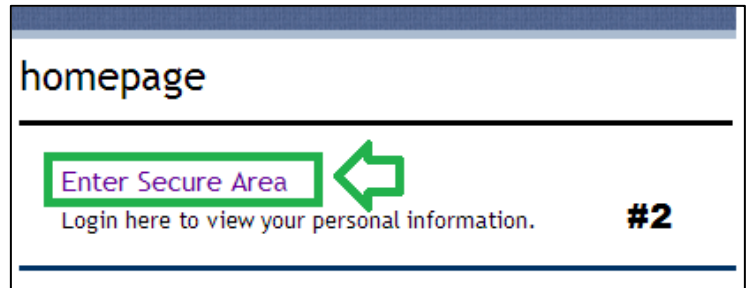
- 1.) [Click here](#) to be directed to MyCU or type “mycu.cu-portland.edu” into your internet browser.

Note: MyCU functionality can be optimized utilizing the following browsers: Internet Explorer, Chrome and Safari.



- 2.) Once you have found MyCU click **Enter Secure Area** to be taken to the login page.
- 3.) Please enter your User ID, PIN and press **Login**.

Note: Information is provided on the login screen about how to reset your PIN if needed.



User Login

If you have forgotten your PIN go to [My Profile](#).

Please enter your my.CU ID in the User ID box, e.g. G12345678. Note: the 'G' in your ID must be UPPERCASE.

PINs are case sensitive and must match the case they were created with.

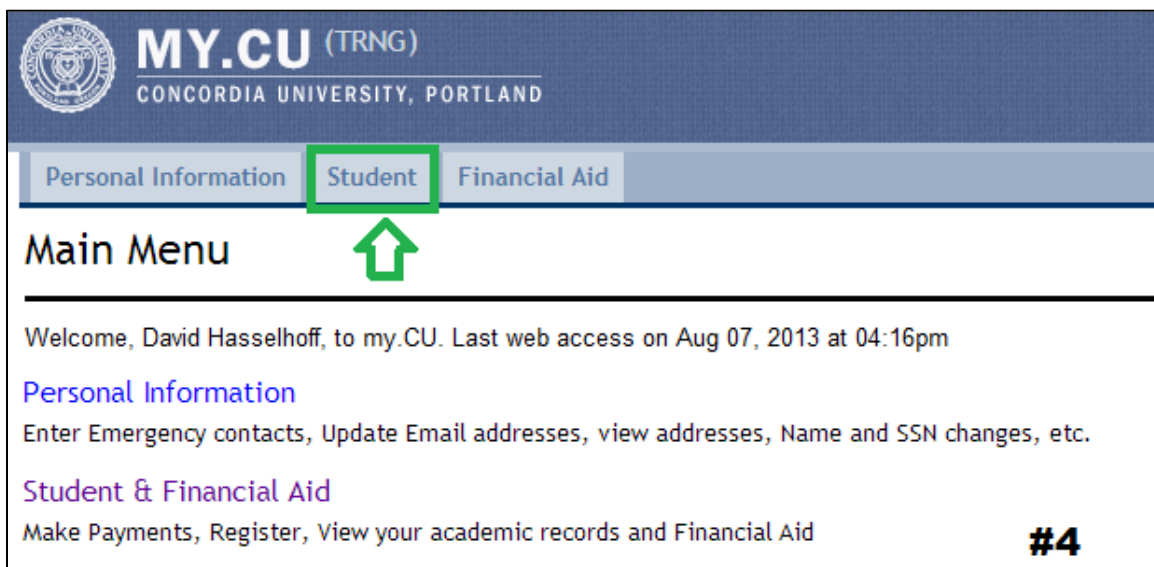
To protect your privacy, please Exit and close your browser when you are finished.

User ID:

PIN:

#3

- 4.) Click on the **Student** menu.




5.) Click on **Student Records**.

Personal Information **Student** Financial Aid

Student & Financial Aid

[Registration](#)
Check your registration status; Add or drop classes; Select variable credits, grading modes, or levels; Display your class schedule.

Student Records  **#5**
Make payments and Review charges; View your holds; Display your grades and transcripts

[Financial Aid](#)
Apply for Financial Aid; Review the status of your financial aid applications; Check status of document requirements; Review loans.


6.) Click on **Academic Transcript**. Leave level and Type selections at their default (to see everything) and press **Submit**.

Personal Information **Student** Financial Aid

Student Records

[View Holds](#) **#6**


[Final Grades](#)

Academic Transcript 

[Tax Notification](#)


Personal Information **Student** Financial Aid

Display Transcript - Select Level and Type

 Select the transcript level and transcript type, then click Submit.

Transcript Level: All Levels

Transcript Type: Not Official



7.) Unofficial Transcript will display.