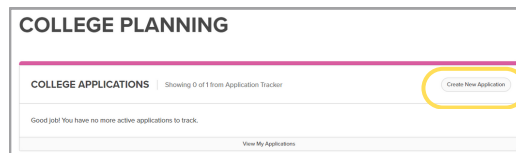
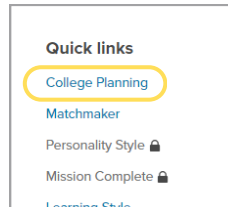


HOW TO REQUEST A PHS TRANSCRIPT



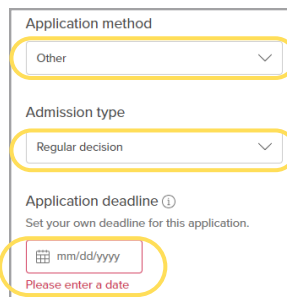
HOW TO REQUEST A TRANSCRIPT

Create a new request for each school where you would like transcripts sent



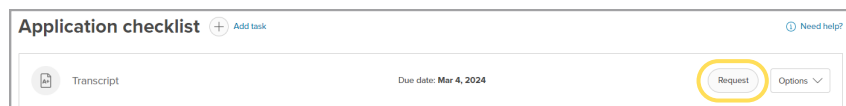
- Type in the school name and click "select"
- Click "Next"

Fill in the details of your request



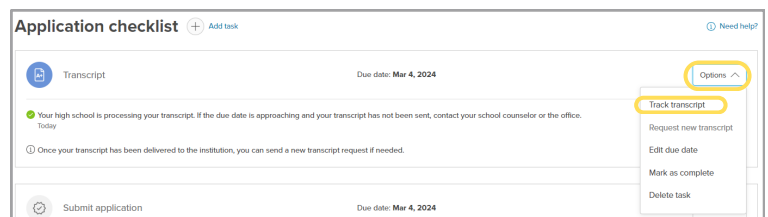
- Choose "Rolling Admission" or "Regular Decision"
- If a date does not auto-populate, enter tomorrow's date

Click into the application and select the "Request" button in the Transcript box



HOW TO CHECK THE STATUS OF A TRANSCRIPT REQUEST

Find the Transcript in the Application checklist and click the "Options" button, then "Track Transcript"



HOW TO REQUEST AN UPDATED OR SECOND TRANSCRIPT FOR THE SAME SCHOOL

You can only request an updated or second transcript for a school after the first one has been completely processed by the Registrar.

Use the college planning tab to request an updated transcript




Quick links

- [College Planning](#)
- [Matchmaker](#)
- [Personality Style](#)
- [Mission Complete](#)
- [Learning Style](#)
- [Skills Lab](#)
- [Portfolios](#)

COLLEGE PLANNING

COLLEGE APPLICATIONS | Showing 1 of 1 from Application Tracker Create New Application

	Missouri State University Springfield, MO	Deadline: Feb 1, 2024
---	---	-----------------------


[View My Applications](#)

COLLEGE APPLICATIONS

IMPORTANT DATES View all

FEB 1 2024 Application deadline Missouri State University View application	FEB 1 2024 Submit application due date Missouri State University View application	FEB 1 2024 Transcript due date Missouri State University View application
--	---	---

APPLICATION TRACKER + New application

Institution	Deadline	Action items	Admission decision
 Missouri State University Springfield, MO	Feb 1, 2024	Transcript Submit application	No decision yet

If you have any questions or need help with this process, please reach out to your Counselor or Ms. Rodriguez

Application checklist

Transcript Due date: Feb 1, 2024

- Your high school is processing your transcript. If the due date is approaching and your transcript has not been sent, contact your school counselor or the office. Today
- Once your transcript has been delivered to the institution, you can send a new transcript request if needed.

Submit application Due date: Feb 1, 2024

[Track transcript](#)
[Request new transcript](#)
[Edit due date](#)
[Mark as complete](#)
[Delete task](#)

No longer interested in applying to this institution? [Delete application](#)