

# Order your final transcript now


Do you know where you will be sending your transcript when your final grades are in?

If the answer is YES, then place your order now. Your transcript will not be sent until your final grades are on it. Why wait? It's FREE (until August).

1. Go to <http://www.parchment.com/u/registration/3724/account> and Sign in to your Parchment account.

If you forgot your password, no problem! Simply click the Forgot Password link to reset it.

If you do not have a Parchment account yet, create a New Learner Account now.



Athens High School  
4333 John R Rd, Troy, MI 48065-3699

Existing User Account  
I have an existing learner or third party account with Parchment.

OR

New Learner Account  
I am a student or parent in need of a Parchment learner account.

OR

New Third Party Account  
I am an administrator or third party ordering on behalf of a student.

A message from Athens High School [+ Expand](#)

Welcome to Parchment. Athens is offering this service to make ordering transcripts easier for you. It's also more efficient for your school, and will deliver your transcripts to the colleges you choose in the format they prefer.

You cannot just view your transcript on Parchment, you must order a transcript. Orders are processed the NEXT BUSINESS DAY.


Email / username

Password

[Forgot your password?](#)

SIGN IN

2. Click Order.




Athens High School  
Troy, MI

[Enrollment Info](#)

You can now get your credentials! Here is what is waiting for you at this organization.

Order Your Transcript



Order

3. Search for the destination that you want to send your final transcript to.

Set Delivery Destination CANCEL x

Your order will be sent from Athens High School to the individual and/or organization at the destination below.

Please note: Requests are processed the NEXT BUSINESS DAY from your day of order.

Where would you like to send the credential? Search

OR

[I'm sending to myself or another individual ?](#)

4. Under When do you want this sent? select Hold for Grades. This means the transcript will not be sent until this semester's grades are on it.

Item Details CANCEL x

Transcript

For: [Redacted]  
Date of Birth: [Redacted]  
Last 4 SSN: [Redacted]

FROM  
Athens High School  
Troy, MI

TO  
Oakland University

Delivery Method: Electronic


Credential Fee	\$3.75
Subsidized	-\$3.75
Subsidy provided by:	
Item Total	\$0.00

When do you want this sent?  
Hold for Grades

5. Give consent and click Continue.

\* Consent is required to order this credential. Please review the information below pertaining to the type of consent that is required to complete this order.

Sign here with mouse or finger Clear Signature

x 

Type full name as signed above

Michelle Middle Name Ketterman

\*  I certify under penalty of law that I am the individual identified above and am authorized to take this action.

CONTINUE

\* All items marked with a red asterisk are required to submit this form.

6. Review order summary and click Complete Order.

[← BACK](#) [CANCEL ×](#)

**Order Summary**

**ⓘ** Your order has not been placed yet. Please review and complete the order below.  
Here's your order summary Michelle [Collapse All](#)

**FOR** ██████████ **\$0.00** ▲

<b>ITEM</b>	Transcript	👁️ ⓘ 📄	\$3.75	🗑️
<b>FROM</b>	Athens High School			
<b>TO</b>	Oakland University, Rochester, MI		-\$3.75	

[+ Add another item for](#) ██████████

Total Credential Fees	\$3.75
Total Subsidized	-\$3.75
<b>Order Total</b>	<b>\$0.00</b>

**COMPLETE ORDER**