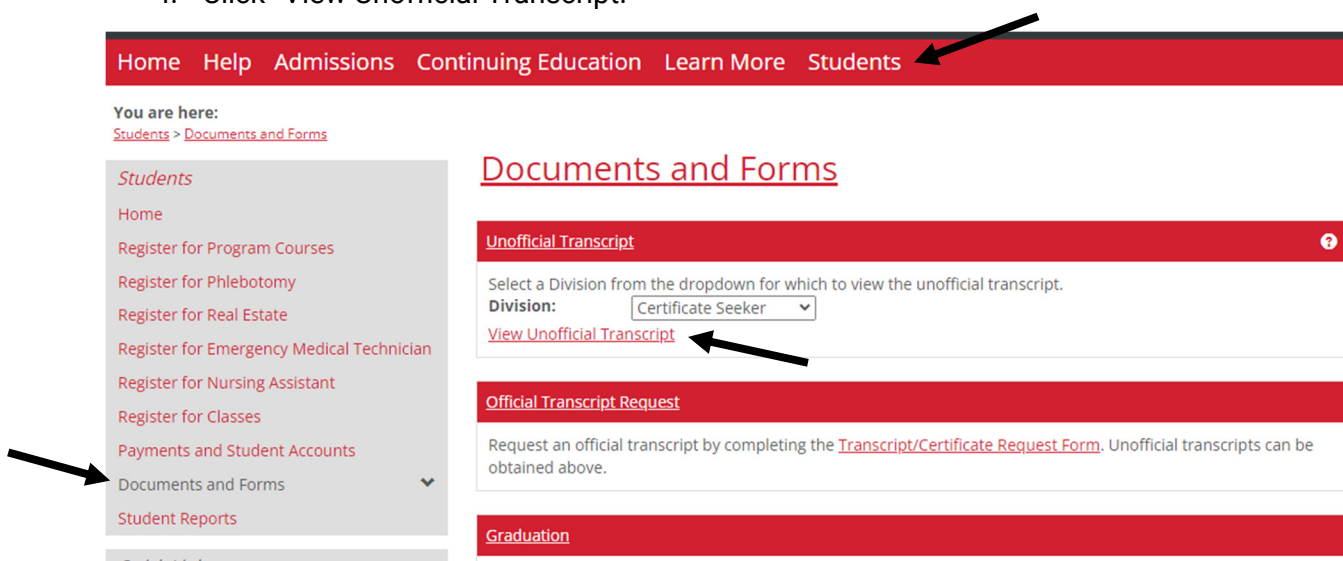


Viewing Unofficial Transcript on my.btech.edu

1. Log onto the my.btech.edu college portal. The user name is your 5-digit student ID.
 - a. If you do not know your password, enter your student ID and select "I forgot my password." Follow the prompts from there. Please note that the email address entered must be the email address on file with the college.




2. Click the "Students" tab on the red ribbon.
3. Click "Documents and Forms" on the left-hand side of the screen.
4. Click "View Unofficial Transcript."



5. To view a PDF of your Unofficial Transcript, click "Unofficial Transcript" underneath the list of completed classes.

MACH 1244 01 LC	Math for Mach	B-	-	1.50	1.50	1.50	4.01
MACH 1303 01 LC	Basic Blueprint	B	-	1.50	1.50	1.50	4.50
MACH 1401 01 LC	Lathe Ops I	B+	-	4.00	4.00	4.00	13.32
MACH 1501 01 LC	Mill Ops 1	A-	-	4.00	4.00	4.00	14.68

[Unofficial Transcript](#) 

**** Please note that online transcripts will only show completed Certificate Seeking or Continuing Education classes from 2014 until current. High School classes will not show transcripts. If you attended before 2014 please request your full Unofficial Transcript [here](#). If you feel that there is an error with your transcript, please come in or call Student Services at 435-213-1895. ****