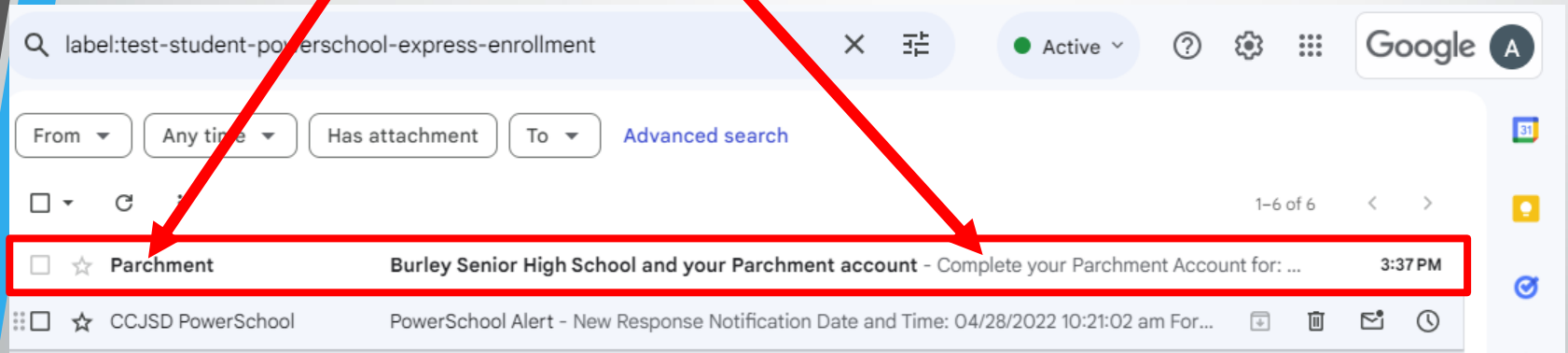




Creating a Parchment Account with Registration Code

Login to your Gmail account and find the email from “Parchment” open the email to begin setting up your account.





Dear Irene Student:

Click the green button below to finish setting up your Parchment account.

Once you're set up, you can send your credentials anywhere in the world 24/7 - colleges, scholarships, NCAA, the Common App and more! Plus, you can research colleges to help you decide where to apply.

It takes two minutes to place an order and you can track it every step of the way.



If the button does not work, copy and paste the link below into your browser:

<https://www.parchment.com/ic/reg/?code=Y45XLNB33>

Once your Parchment account is set up, you can:

- Send your transcript from Horseshoe Community to any destination worldwide.
- Send other college admission documents like letters of recommendation.
- Place your order early but wait until your next grades are in before your transcript is sent.
- Check out your chances of getting into your favorite colleges.

Click “Finish Setting Up Your Parchment Account”

My Parchment Account Information

You will need to change your school email to a personal email. Then complete the rest of the information that has red boxes around it.

Register As* ☒ Student, current or former creating my own account ☐ Parent or guardian, creating Parchment account for my child

Name*

☒ I would like to add my maiden name or variation to help match the credentials I'm ordering

Email*

Password*

Date of Birth*

Gender*

Current Grade Level*

Year entering college (or year entered)

Colleges, scholarship programs, and other institutions are looking for students like you.

Here's how it works: Once you say we are allowed to do so, we will make some of the information you provide to Parchment available to a variety of colleges and programs. Then the colleges and programs send you information about themselves, so you can see if they fit your college plans. Colleges cannot find you at Parchment unless you choose to opt-in.

☐ Yes, share the information I provide with those colleges looking to discover me at Parchment.

☐ Yes, allow my transcript from Horseshoe Community to be shared with colleges looking to discover me through my Parchment.com account.

☐ No, I do not wish to share my information or transcripts with colleges that may be interested in me.

Authorizations

FERPA Privacy Rights - required

In addition to transcripts, your school may send a Secondary School Report (SSR) and completed SSR forms when you request a transcript. You may choose to waive your right to review those documents.

Under the 1974 Family Educational Rights and Privacy Act (FERPA), you have the right to review your school's records that contain personally identifiable information. To obtain confidential recommendations, you must waive your right to review those documents. If you wish to voluntarily waive your right of access to your school's records, please discuss its implications with your counselor.

I recognize the confidential nature of the Secondary School Report (SSR) and understand that I am waiving my right to review those documents.

- ☐ I do waive my right to access.
☐ I do not waive my right to access.

- ☒ I authorize a copy of my credential(s) to be stored in my Parchment account where I can view and manage the document(s).
☐ I have my parents' or legal guardians' permission to create this Parchment account
☐ I agree to the Parchment [terms of use](#) and [service agreement](#)

Let's go!

During the initial registration process, students will be asked to complete the FERPA Privacy Rights section. Students are welcome to **waive or not waive** their right to access applicable documents as they wish and their answer does not impact their ability to submit a transcript request via Parchment. In general, Burley High School only sends transcripts via Parchment (Secondary School Reports and Letters of Recommendation are sent via other means) and **it is recommended that students waive their right to access applicable documents so that they are submitted confidentially.**

Unofficial Transcripts: Make sure you select the box “I authorize a copy of my credential(s) to be stored in my Parchment account where I view and manage the document(s).” to have access to unofficial transcripts.

Final Step!

Contact Information:

Country*

Address*

Address 2

City*

State or Province*

Postal Code*

Cell Phone Number (Optional) ()

Academic Information:

Academic majors of interest

Unweighted GPA*

Standardized Tests:

SAT SAT Test Year

Math Reading Writing

- or -

ACT

Items in red
are
required to
complete
account
setup

Finish!

[Edit Profile](#)[Edit Profile Picture](#)[Counselor info](#)

Patricia Parchment

Your Schools / Organizations:



Horseshoe Community

Scottsdale, AZ

Consultant info

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

Order Your
Transcript

Transcript



Order

Welcome to your account. Unofficial transcripts will not be accessible until the school has uploaded your transcript. You will receive an email once your order has been processed.



Hello

When you added Horseshoe Community to your Parchment account, you authorized a free copy of your transcript to be stored in your account. We have just delivered it!

You can't send it as an official transcript, but it's there for you to refer to at any time.

[See My Transcript](#)

Click the blue button above to see your unofficial transcript, or click this link:

https://www.parchment.com/u/dashboard?referrer=email_cr1&award=11185953

Thank you,
The Parchment Team

[Help Center](#)



Access Unofficial Transcript



DASHBOARD

ORDERS

COLLEGE TOOLS ▼

PROFILE ▼

Credentials

College List

College Matches



[Edit Profile](#) | [Edit Profile Picture](#)

[Coursework Info](#)

Patricia Parchment

Your Schools / Organizations:



Horseshoe Community

Scottsbluff, NE

[Enrollment Info](#)

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

Your
Transcript



Order

Click the Dashboard icon to access or order your transcript.

[Edit Profile](#) | [Edit Profile Picture](#)
[Country Info](#)

Patricia Parchment

Your Schools / Organizations:



Horseshoe Community

Scottsdale, MI

Enrollment info

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

Your
Transcript



Order

Click the picture of
your transcript to
view your transcript.

This is an unofficial copy of your transcript. For the latest version, click Update. To send your official transcript, click Send and your school will send the transcript they have on file for you.

Transcript Not Official Unless Delivered Through Parchment Exchange.

Parchment Transcript Report

Unofficial Self View
Parchment Student ID: 11132007
Page 1 of 1

Student Name: Patricia Parchment	Entry Date: Fall 2021	Horseshoe Community High
Diploma: Academic Honors	Leave Date:	Demo District
Grade: 11	Award Date:	Local Org: 1
Student ID: 11132007	Class of: 2025	7001 N Scottsdale Rd
SSN: 123456789		Scottsdale, AZ 85253
State ID: SRD1307		Tel: 555-555-5555
DOB: 11/13/2007		ACT/CEEB Code: MCOCHH
Student Address: 123 Happy Lane Scottsdale, AZ 85206		

Crs ID	Course Title	Math	Credit	Crs ID	Course Title	Math	Credit	Credit Summary	Honors	Test Score
HCH 8th Grade Term 1 (2021-2022)	1244 READING FOR BUS P	0.25		HCH 11th Grade Term 1 (2023-2024)	1548 US HISTORY A/91 0.5			Required: 42	National ACT	
0001 ENGLISH II	A/92	0.5		1548 GEOMETRY PT. 2 A/95 0.5				Completed: 35	Merit	500
1234 ENG II TRANSITIONS B/88	0.5			1548 ENG II TRANSITIONS A/95 0.5						
GPA: A8	Cmp:			1548 PRINCIPLES OF MKTO A/97 0.5						
Weighted: 3.75	3.5			1548 SHOW CHOIR P 0.25						
Attendance: Absent 1.0				1548 GEOMETRY A/93 0.5						
HCH 9th Grade Term 2 (2021-2022)	1244 READING FOR BUSINESS P 0.25			1548 MATH INTERVENTION B/87 0.5						
0001 ENGLISH II	B/88	0.5		1548 READING INTERVENT A/90 0.5						
1234 ENG II TRANSITIONS B/88	0.5			GPA: A8	Cmp:					
GPA: A8	Cmp:			Weighted: 4.00	3.75	3.75				
Weighted: 3.3	3.3	2		Attendance: Absent 2.0						
Attendance: Absent 1.0										

Last Updated: 10/06/2023

Send Update

The Unofficial Self-View is not automatically updated each time you log in to your account. You must request an updated version if you do not see all of your grades listed. Click the update button at the bottom. The update does not happen right away. You will receive an email once your order has been processed.

This is an unofficial copy of your transcript. For the latest version, click Update. To send your official transcript, click Send and your school will send the transcript they have on file for you.

Page 1 of 1 Automatic Zoom

Transcript Not Official Unless Delivered Through Parchment Exchange.

Parchment Transcript Report

Unofficial Self View
Parchment Student ID: 11132007
Page 1 of 1

Student Name: Patricia Parchment	Entry Date: Fall 2021	Horsehoe
Diploma: Academic Honors	Leave Date	Demo Di
Grade: 11	Award Date	Local Org
Student ID: 11132007	Class of: 2025	7001 N S
SSN: 123456789		Scottdale
State ID: SRD1307		Tel: 555-0
DOB: 11/13/2007		ACT/CE
Student Address: 123 Happy Lane Scottsdale, AZ 85200		

Crs ID	Course Title	Math	Credit	Crs ID	Course Title	Math	Credit	Credit Su
HCH 8th Grade Term 1 (2021-2022)	1244 READING FOR BUS P	P	0.25	HCH 11th Grade Term 1 (2023-2024)	1548 US HISTORY A/91 0.5			Required Complete
0001 ENGLISH II	A/92	0.5		1548 GEOMETRY PT. 2 A/95 0.5				
1234 ENG II TRANSITIONS B/88	0.5			1548 ENG II TRANSITIONS A/95 0.5				
GPA: A8	Cmp			1548 PRINCIPLES OF MKTO A/97 0.5				
Weighted: 3.75	3.5			1548 SHOW CHOIR P 0.25				
Attendance: Absent 1.0				1548 GEOMETRY A/93 0.5				
HCH 9th Grade Term 2 (2021-2022)	1244 READING FOR BUSINESS P 0.25			1548 MATH INTERVENTION B/87 0.5				
0001 ENGLISH II	B/80	0.5		1548 READING INTERVENT A/90 0.5				
1234 ENG II TRANSITIONS B/86	0.5			GPA: A8	Cmp			
Weighted: 3.3	3.3			Weighted: 4.00	3.75	3.75		
Attendance: Absent 1.0				Attendance: Absent 2.0				

Last Updated: 10/06/2023

Send Update

Click the printer icon to print your unofficial transcript or click the arrow with the folder to download your transcript.

Typically, scholarships do not require official transcripts. So you can print or download your unofficial transcript here for scholarships.

[Edit Profile](#) | [Edit Profile Picture](#)
[Country Info](#)

Patricia Parchment

Your Schools / Organizations:



Horseshoe Community

Scottsdale, MI

Enrollment info

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

Your
Transcript



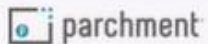
Order

Click the Order button to send your transcript to a college.

-Do not send transcripts to yourself as the college will not accept it from the student.

-Do not use the order button for scholarships.

Ordering an Official Transcript

[DASHBOARD](#)[ORDERS](#)[COLLEGE TOOLS](#)[PROFILE](#)

Set Delivery Destination

Your order will be sent from Horseshoe Community to the individual and organization at the destination below.

Hello Students,

If you are requesting your transcript to be sent at the end of the semester, be sure to select GRADES. All requests without a hold will be sent with current transcript.



OR



I'm sending to myself or another individual



In the search box enter where you would like your transcript sent to. ***Official transcripts should not be sent to yourself, colleges will not accept a transcript directly from the student.***

Typically, scholarships do not require official transcripts.

Set Delivery Destination



[DASHBOARD](#) [ORDERS](#) [PROFILE ▼](#)

[← BACK](#)

Set Delivery Destination

[CANCEL ✕](#)

Your order will be sent from **Horseshoe Community** to the individual and/or organization at the destination below.

Hello Students,
If you are requesting your transcript to be sent at the end of the semester, be sure to select **HOLD FOR GRADES**. All requests without a hold will be sent with current transcript.

🔍

Test

Search

MC Test
Dallas, TX, US

My Demo Test School 2
LINDENHURST, IL, US

Test Robo Receive
Denver, CO, US

Testerson SERVICES - Receive
Test, AZ, US

[See All Results](#)

Not finding what you're looking for?

Enter Your Own

Select the desired destination.

[< BACK](#)

Item Details

[CANCEL ✕](#)

Transcript

For: Sample Name



FROM

Horseshoe Community
Scottsdale, MI

TO

MC TEST

Delivery Method: Electronic

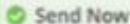
Credential Fee: \$4.40

Subsidized: -\$4.40

Subsidy provided by:
Horseshoe Community

Item Total: \$0.00

• When do you want this sent?

 Send Now

Current Seniors receive 4 free transcripts before graduation. Fee waivers for free transcripts will expire May 31, 2025.

< BACK

Item Details

CANCEL ✕



Transcript

For: Sample Name



FROM

Horseshoe Community
Scottsdale, MI

TO

MC TEST



* When do you want this sent?

☒ Send Now☐ Hold for Degree☐ Hold for Grades☐ Send Now

Where do you want this sent? Defaults to “Send Now” and your order will be processed within 24 hours of the order being completed unless it is ordered over a weekend.


Final Transcripts: It is recommended once you are accepted to college, order your final transcript before graduation. Make sure to send your final transcript directly to the college and not yourself. Also make sure to select “**Hold for Grades**” when ordering your final transcript, so your order will not be processed until grades have been finalized after graduation.

Official transcripts should not be sent to yourself, colleges will not accept a transcript directly from the student

 Would you like to add an attachment file? (optional)  [Add An Attachment](#)

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

Most Recent Signature Consent On File [Clear & Sign Again](#)



Type full name as signed above

✓ Sample	✓ Middle Name	✓ Name
----------	---------------	--------

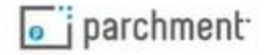
☒ I consent to the disclosure of the credentials and any provided attachments to the delivery recipient, each as I've selected above, and for the purpose identified by me above.

[CONTINUE](#)

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

- You now be asked to sign in the box with your mouse
- Then type you name in the name field boxes
- Next click “Continue”

Order Summary



parchment DASHBOARD ORDERS PROFILE ▼

← BACK Order Summary CANCEL ✕

ⓘ Your order has not been placed yet. Please review and complete the order below
Here's your order summary Sample

Collapse All

FOR	Name, Sample	\$0.00
ITEM	Transcript	\$4.40
FROM	Horseshoe Community	
TO	Sample Name	-\$4.40
Add another item for Sample Name		

Total Credential Fees \$4.40
Total Subsidized -\$4.40
Order Total \$0.00

COMPLETE ORDER

- Check to make sure the order destination is correct
- Click “Complete Order”