

**TO OBTAIN TRANSCRIPTS FOR CREDIT BEARING COLLEGE COURSES TAKEN IN HIGH SCHOOL, YOU WILL NEED TO CONTACT THE FOLLOWING:**

**AP Courses**

Go to [www.collegeboard.org](http://www.collegeboard.org) or call 888-225-5427 with questions

If you took an AP test senior year, all your scores will be reported to your college.

**Syracuse University Project Advance (SUPA)**

Go to <http://supa.syr.edu/>

- Select "credit transfer"
- Click "Forms"
- Click "Online Transcript Request Form"

Call the Project Advance Office at 315-443-2404 with questions

**R.I.T. Project Lead the Way (PLTW)**

Go to [www.rit.edu/academicaffairs/registrar/forms](http://www.rit.edu/academicaffairs/registrar/forms)

Select "Academic Transcripts"

Call 585-475-2947 with questions

**Onondaga Community College**

Go to [www.students.sunyocc.edu](http://www.students.sunyocc.edu)

Select "Forms" – go to transcript request.

Call the Help Desk at 315-498-2999 with questions.

**SUNY ESF Global Environment**

Go to [www.esf.edu](http://www.esf.edu) search: "Transcript Request", select "ordering transcripts/ESF registrar"

Your handwritten signature is required or submit the following without a form:

- Print your name
- Social Security Number
- The date you took the course
- The name and address of where you want it mailed
- Your signature

This can be mailed or faxed to SUNY ESF

Fax 315-470-6656, Phone 315-470-6655

**Tompkins-Cortland Community College (TC3)**

- Go to [myinfo.tc3.edu/SelfService/Custom/TranscriptReq](http://myinfo.tc3.edu/SelfService/Custom/TranscriptReq)
- Log into your TC3 MyInfo account
- Select "Request Transcript" on the top menu bar
- (email [roc@tc3.edu](mailto:roc@tc3.edu) for assistance if needed)