

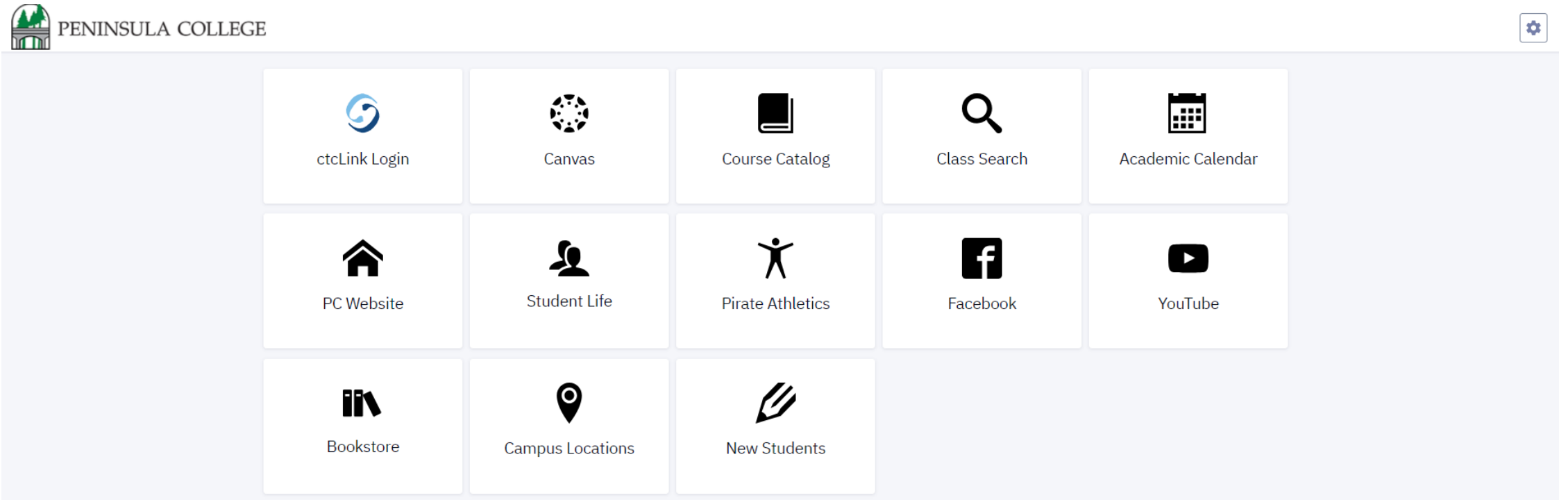
How to View Unofficial Transcripts

This guide will show you how to view your unofficial transcripts in ctLink.
















Proceed to ctcLink:

1. Open web browser and go to the [ctcLink Mobile Site](#) OR open the ctcLink app on your mobile device.

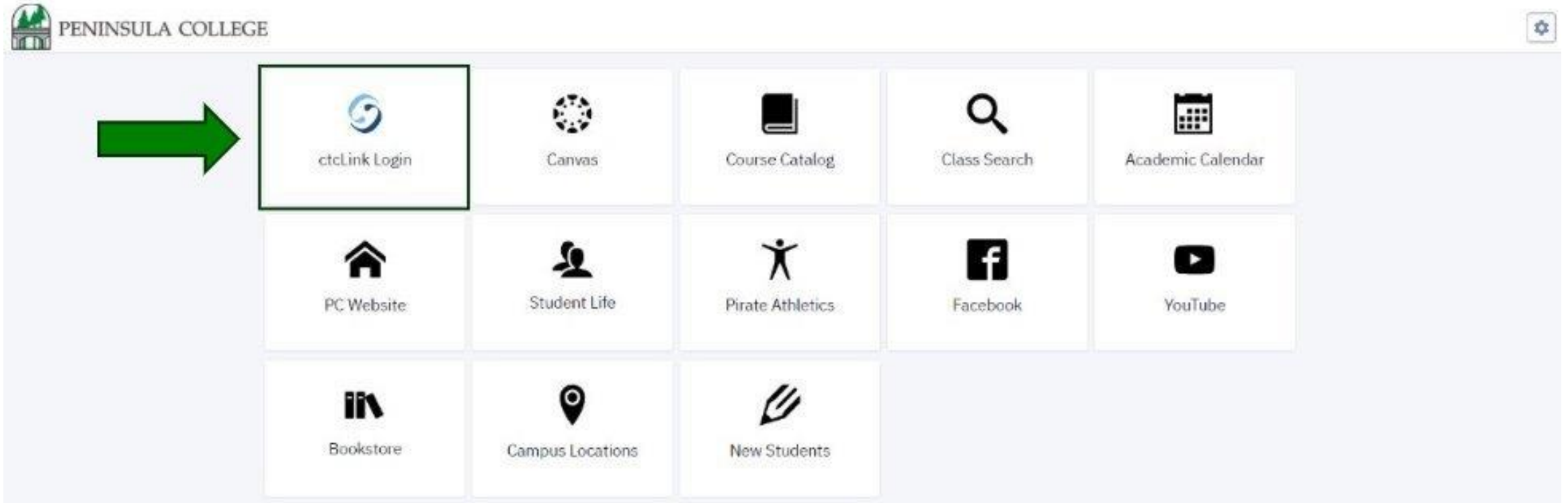


The screenshot shows the mobile site dashboard for Peninsula College. At the top left is the college logo and name, and at the top right is a settings gear icon. The main area contains a grid of 15 white tiles with icons and text labels for various services.

 ctcLink Login	 Canvas	 Course Catalog	 Class Search	 Academic Calendar
 PC Website	 Student Life	 Pirate Athletics	 Facebook	 YouTube
 Bookstore	 Campus Locations	 New Students		

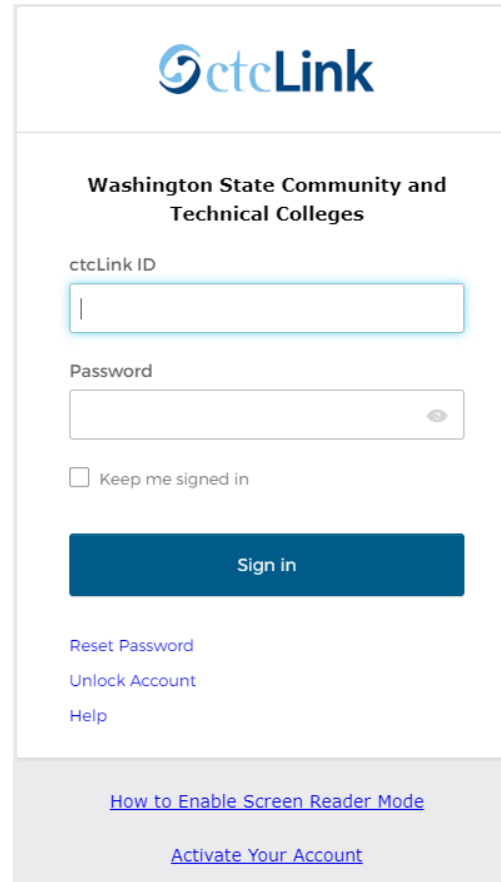
Navigate to ctLink Login Portal:

2. Select/Tap on the ctLink Login Tile.



Log in to ctcLink:

3. Log in to ctcLink.



The screenshot shows the ctcLink login interface. At the top is the ctcLink logo. Below it, the text "Washington State Community and Technical Colleges" is centered. The login form includes a "ctcLink ID" field, a "Password" field with a toggle for visibility, a "Keep me signed in" checkbox, and a blue "Sign in" button. At the bottom of the form are links for "Reset Password", "Unlock Account", and "Help". A footer section contains links for "How to Enable Screen Reader Mode" and "Activate Your Account".

ctcLink

Washington State Community and
Technical Colleges

ctcLink ID

ctcLink ID

Password

Keep me signed in

Sign in

[Reset Password](#)

[Unlock Account](#)

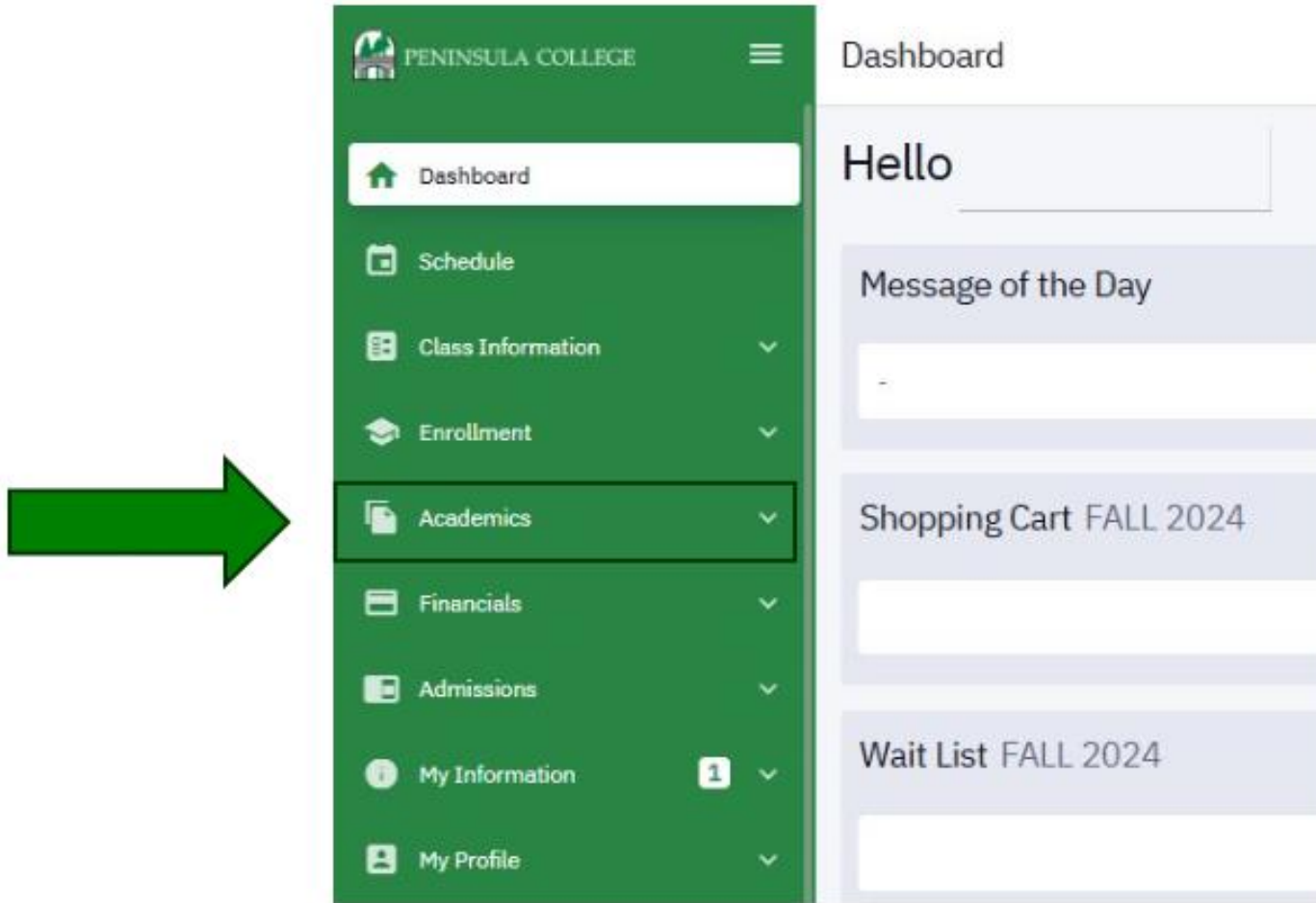
[Help](#)

[How to Enable Screen Reader Mode](#)

[Activate Your Account](#)

Expand Academics:

4. Select Academics.

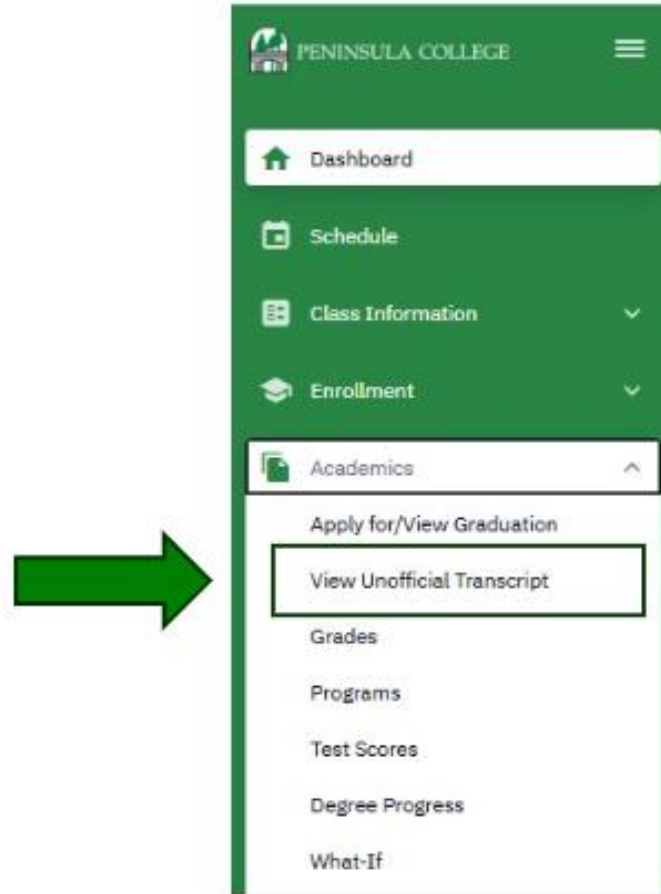


The image shows a screenshot of the Peninsula College dashboard. On the left is a green sidebar menu with the following items: Dashboard, Schedule, Class Information, Enrollment, Academics, Financials, Admissions, My Information (with a notification badge '1'), and My Profile. A large green arrow points to the 'Academics' menu item. The main content area on the right is titled 'Dashboard' and includes a 'Hello' greeting, a 'Message of the Day' section, a 'Shopping Cart FALL 2024' section, and a 'Wait List FALL 2024' section.



Select View Unofficial Transcript:


5. Click **View Unofficial Transcript**.





View Unofficial Transcript:


6. Review your information. Select **View PDF** to see your unofficial transcript.

Note: If you're currently enrolled in classes, those classes will not be included in your transcript report.

View Unofficial Transcript 

Transcript Type: Unofficial Transcript  Career: Undergraduate 

[View PDF](#)



Success:

7. Done! Your unofficial transcript will open in a new browser.



If you have any questions or need further assistance contact the IT Help Desk at (360) 417-6565 or helpdesk@pencol.edu

