View an Unofficial Transcript

1. **Log into NOVAConnect** by clicking **My NOVA** on the NOVA home page. Click **VCCS90:Student Information System**.
2. Click **Self Service**.
3. Click **Student Center**.

4. In the **Academics** section, click on the drop down menu.
5. Select **Transcript: View Unofficial Transcript** and click the **Go** button to the right of the menu box.
6. Select **Northern Virginia Community College** from the Academic Institution menu.
7. Select **Student Unofficial** from the Report Type box.
8. Click **Go**.