Unofficial Transcript Directions

- You will always want to check with the institution or party you are sending your transcript to if they will accept an unofficial transcript. If they require an official transcript, you can order your official transcript online through Parchment by going to the Student Records page of our website. http://www.rrcc.edu/student-records

- There is not an option to email or send out your unofficial transcript from this page. To email the unofficial transcript, you will need to print the transcript, then scan it back to your computer. You could also take screenshots of the transcript, and email those to the recipient.

If you have any issues, you can contact the Student Records department:
transcripts@rrcc.edu
303-914-6352

The link to this page:
https://erpdnssb.cccs.edu/PRODRRCC/twbkwbis.P_WWW1.login

1. Your User ID is your student ID number.
   Your password is the same password that you used to enter “The Rock” student portal. If you have your password reset, it will be your date of birth (mmddyy).
2. After you login, click on Student Menu.

3. Click on the Student Records menu.
4. Click on Unofficial Transcript.

5. Click on the View Unofficial Transcript button.

6. The next page will display your unofficial transcript. If you need to print the transcript, click the Print Transcript button on the right side of the screen.