

OFFICE OF ADMISSIONS, RECORDS AND REGISTRATION

To View your Unofficial Transcript in Self Service

- Open Banner Self-Service 1.
 - Login to the myCampus portal (http://mycampus.astate.edu) and click on the SSB icon
 - Access Self-Service directly at http://ssb.astate.edu b.
- 2. Select Student from the Main Menu or click on Student tab.



3. Select Student Records.

Admissions

ission or Review Existing Applications

Registration

- Registration

 Check your registration status, class schedule, and add or drop classes.

 See your advisor to discuss your academic plan. Your advisor will remove your advising hold after you have met.

 Clear any registration holds with the appropriate office. Check to see that holds are then cleared.

 If you are required to complete MATH 0003 or MATH 0013, please select your CRN for the preferred section and contact Advising Services (972-3001) for registration into the selected math course only. Note: If required, you will need to register in one of these classes before you can continue with additional registration.

 All remedial holds are handled in Advisement Services.

Student Records

anscripts and account summary. Set up payment plans or deposits. Account Summary to make sure that their account is clear. Registration and transcript holds are placed on all accounts with outstanding

Financial Aid
Apply for Financial Aid, review status and loans

4. Select Academic Transcript.

Tax Notification

View your 1098-T Tax Statement.

View Holds

Midterm Grades

Final Grades

Summer 1 grades are viewable at 5:00 p.m. on July 6. Full Summer and Summer 2 grades are viewable at 5:00 p.m. on August 6 Final grades are not viewable before the scheduled times.

Academic Transcript

Request Printed Transcript

Students can request an official transcript for free from the Transcripts Department.

View Status of Transcript Requests

5. Select the academic level and click 'Submit'

NOTE: Transfer credits will show up on your transcript as how they transferred to Arkansas State University.

Courses transferred with equivalency will show the A-State equivalent course prefix/number/title. Other transferred courses can be:

GENL 1xxx-4xxx: These courses transferred as general elective credit. Reevaluation for equivalency can be requested.

NE 1xxx-4xxx: These courses transferred as general elective credit with no equivalency. Reevaluation can NOT be requested.

NOCR 1xxx: These courses did not transfer and no credit was accepted.