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Waukesha South High School has joined forces with Parchment to bring you Secure Transcript, the safe and paperless way to send transcripts to the colleges you choose.

Here is how you get started:

1. Go to www.parchment.com
2. Click on "sign up"
3. Follow the prompts to set up an account. (Email address required)
4. Once your account is created: Fill out enrollment information (SS# and school I.D. are optional, not necessary)
5. You do not need a registration code. Just simply scroll to the portion where you can manually sign your signature with your "mouse".
6. Once your account has been set-up, you may proceed to pick your transcript destination by clicking on the highlighted word "Deliver".
7. Please make sure to specify either "Current Transcript" or "Next Grading Period".
8. The cost of using Parchment is \$3.75 for electronic transcripts with a debit or credit card.

****Once your account has been set up you will need to just click on "My transcript" then "Deliver" to order additional transcripts. ****

