

TVCC uses Parchment to send student transcripts. Transcripts may be sent electronically, at no cost, or by mail for \$2.50 each.

To request an official transcript from TVCC follow these steps:

1. Navigate to tvcc.edu
2. From the home page, hover your mouse over the “Quick Links” tab near the top right corner
3. Select “Grades and Transcripts” from the drop down menu
4. Locate and click on the link for Parchment
5. New users: you will need to create an account with Parchment by selecting “Create Account”.
You may use any email address to create an account.
6. Follow the on-screen instructions to place your transcript order

Transcript orders are processed in the order that they are received*