



(NEW) STUDENT ACADEMICS CARD

QUICK GUIDE

Office of Records and Registration

Eastern Michigan University

304 Pierce Hall • Ypsilanti, MI 48197

Phone: (734) 487-4111 • Fax: (734) 487-6808

Look up classes and register

- Using the **Student Registration** section of the “(NEW) Student Academics” card:
 - Choose Registration
 - Choose Register for Classes
 - Select term
 - Enter a search criteria or simply choose search

See all elements of your academic record

- Using the **Your Academic Records** section of the “(NEW) Student Academics” card:
 - Choose Student Profile
 - Basic information and your current semester schedule are shown.
 - You can change the term to view registration history.
 - Links to your Academic Transcript, uAchieve and other information are provided.

View your academic transcript

- Using the **Your Academic Records** section of the “(NEW) Student Academics” card:
 - Choose Academic Transcript
 - Select transcript level
 - Select transcript type

Request a transcript or enrollment verification

- Using the **Your Academic Records** section of the “(NEW) Student Academics” card:
 - Request Printed Transcript/Order Status
 - Choose Order a transcript or View the status of your transcript order
 - Choose Enrollment Verification Request
 - Choose Obtain and enrollment certificate

View your grades

- Using the **Your Academic Records** section of the “(NEW) Student Academics” card:
 - Chose View Grades
 - Select a term
 - Select a course level

Apply to graduate and view my graduation application

- Using the **Your Academic Records** section of the “(NEW) Student Academics” card:
 - Chose Apply to Graduate
 - Follow the prompts provided
 - Chose View Graduation Application