Catholic University has partnered with Parchment for transcript processing. With this new partnership official transcripts can now be delivered electronically.

Former students who stopped attending the University prior to 2000 must log in to the Catholic University Transcript Storefront.

The first time you log in to the Parchment system you will be required to set up an account. This is a one-time only set up.
Enter your email address and select Continue
Step 2: Personal Information

<table>
<thead>
<tr>
<th>New Learner Account</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Catholic University Of America</td>
</tr>
<tr>
<td>620 Michigan Avenue NE, Washington, DC, 20064, US</td>
</tr>
</tbody>
</table>

**ENTER YOUR PERSONAL INFORMATION**

- **82Cardinal@cua.edu**

<table>
<thead>
<tr>
<th>Field</th>
<th>Input Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Name</td>
<td></td>
</tr>
<tr>
<td>Middle Name</td>
<td></td>
</tr>
<tr>
<td>Last Name</td>
<td></td>
</tr>
<tr>
<td>Month Of Birth</td>
<td>dropdown</td>
</tr>
<tr>
<td>Day Of Birth</td>
<td>dropdown</td>
</tr>
<tr>
<td>Year Of Birth</td>
<td>dropdown</td>
</tr>
<tr>
<td>Highest Level Of Education</td>
<td>dropdown</td>
</tr>
</tbody>
</table>
Complete all the fields marked with a red asterisk. Select Create Account and Continue.
Step 3: Email Confirmation

To create your account, we need to confirm a valid email address

We just sent you a confirmation email.

To gain access to your account, please check smith@email.com and enter the provided registration code below.

* Confirmation Code  Submit

Please check your spam folder if you don’t see the email. Having trouble?
Re-send My Verification Email  Start Over  Parchment Support

* All items marked with a red asterisk are required.

Parchment will send a confirmation code to the email address you listed. Enter the confirmation code and select submit.
Step 4: Enrollment Information

Enrollment Information

NAME

DOB

Some additional information related to your enrollment is required below.

Catholic University of America
would like you to provide the following information:

Are you currently enrolled?
Select

What was your first year of attendance?

Your last 4 SSN
Don't Have One?

Please verify your name while attending

Other name variation or maiden name
Complete all fields marked with a red asterisk. **Note:** If you do not have a SSN select the Don’t Have One hyperlink and select the *I do not have a Social Security Number* check box.

Select the Finish creating my Parchment account check box and select Continue.

Your one time required set-up is now complete. You may now order a transcript by selecting the Order button.