Aurora

View Academic History in Self Service

Three views of student academic history are available in Self Service:

- Advisor Transcript by Degree
- Advisor Transcript by Term
- Aurora Academic Transcript

1. Select the student using their student number, or by searching their name.
2. Ensure that your web browser’s pop-up blocker is disabled, as the Academic History may* open in a new browser window. *Dependent on web browser used.
3. Select the desired view.
   a. When viewing the Advisor Transcript by Degree or Term you will be required to select the program you wish to view from a drop-down list.
   b. When viewing the Aurora Academic Transcript you may select a single level or all levels
4. The reports can be printed using the Print button (if available) or from the File menu in your browser.
There is also a view of academic history prior to the implementation of Banner:

**Pre-September 2006 Academic History**

This will display any student history as it was in IMS prior to the implementation of Banner.

If you notice incorrect information in any of these displays, first check the data in Aurora INB and make corrections as you are able. If the problem persists, please notify your Records Advisor. When contacting the Registrar’s Office, please describe the steps you have taken to verify the student data in Aurora INB and describe the problem fully.

**Note:** Department staff should report problems through the advising staff in your dean’s office.