

Accessing Transcripts on the Aspen Family/Student Portal

Using a computer:

Logging on using the Parent Login ID:

- Go to www.wcboe.org
- Click on the Family Portal link
- Enter your **Parent** Login ID and Password
- Click on the Family tab
- Click the Transcript side-tab

The transcript lists your current year classes and grades for Term 1, Term 2, Term3, Term 4, Final Grade and credits earned. To view details of the transcript, click the year in the row of the grade you want to view.

Logging on using the Student Login ID:

- Go to www.wcboe.org
- Click on the Family Portal link
- Enter your **Student** Login ID and Password
- Click on the My Info tab
- Click the Transcript side-tab

The transcript lists your current year classes and grades for Term 1, Term 2, Term3, Term 4, Final Grade and credits earned. To view details of the transcript, click the year in the row of the grade you want to view.

Using a mobile phone:

Logging on using the Parent Login ID:

- Go to www.wcboe.org
- Click on the Family Portal link
- Enter your **Parent** Login ID and Password
- Click on the triple bar icon
- Click on View Full Site
- Click on the Family tab
- Click the Transcript side-tab

The transcript lists your current year classes and grades for Term 1, Term 2, Term3, Term 4, Final Grade and credits earned. To view details of the transcript, click the year in the row of the grade you want to view.

Accessing Transcripts on the Aspen Family/Student Portal

Logging on using the Student Login ID:

- Go to www.wcboe.org
- Click on the Family Portal link
- Enter your **Student** Login ID and Password
- Click on the triple bar icon
- Click on View Full Site
- Click on the My Info tab
- Click the Transcript side-tab

The transcript lists your current year classes and grades for Term 1, Term 2, Term3, Term 4, Final Grade and credits earned. To view details of the transcript, click the year in the row of the grade you want to view.