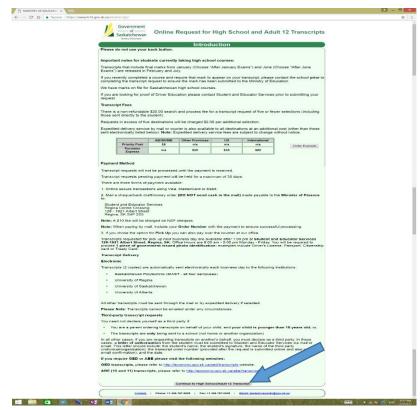
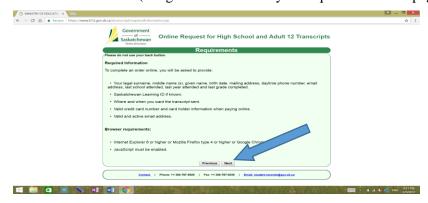
Requesting Transcripts from the Ministry of Education

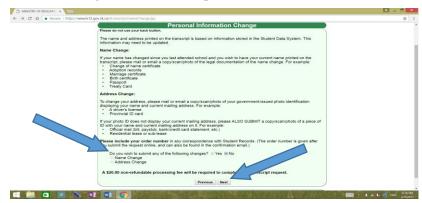
- 1. Go to the Ministry of Education website at https://www.k12.gov.sk.ca/etranscript/. This page can also be accessed under the Student Services section on the O'Neill website.
- 2. Read the 'Introduction' section, then click on "Continue to High School/Adult 12 Transcript".



3. Read and click "Next". (Image Verification may be required after this page)



4. Answer the change of information question and click "Next".



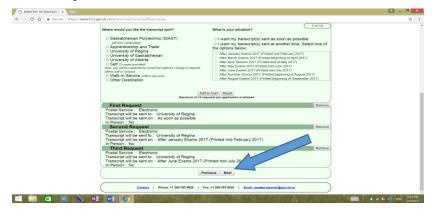
8. Fill out the 'Applicant Information' section and click "Next".



9. Answer the initial question regarding courses taken and then begin the 'Request Entry' section. Click on the institution where you would like your transcripts sent, then click on the time that you would like them sent. Click on "Add to Cart" once you have made your selection. Repeat these steps for each entry request. (Most institutions require transcripts to be sent three times...as soon as possible, after January exams and after June exams.) There is a \$20.00 fee for the first five requests and \$2.00 for each additional request.



10. After all requests are added to the cart, click "Next".



11. Review all requests. Complete 'Payment Method' and 'Declaration' sections, and click on "Submit Request".

