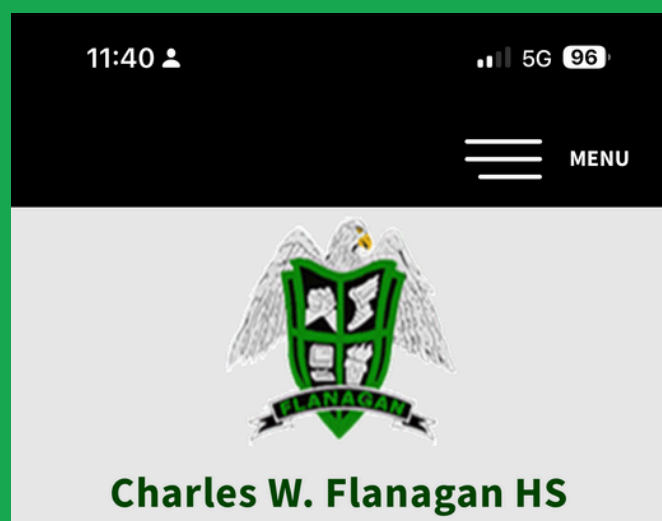


# TRANSCRIPTS GUIDE

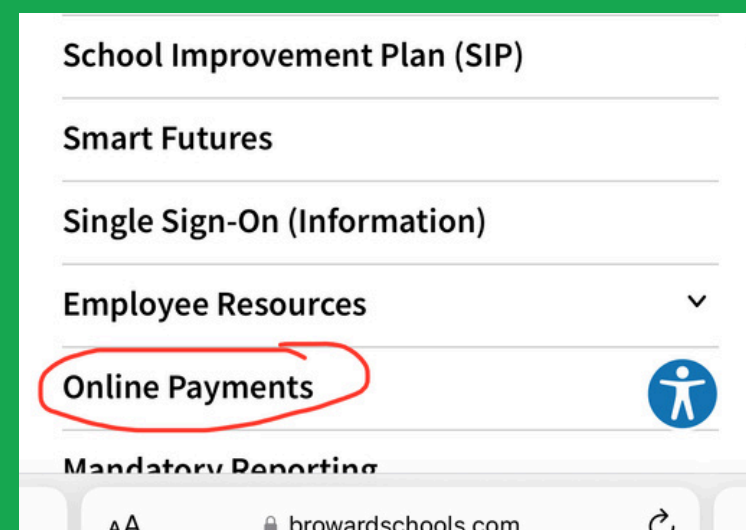
**PLEASE STICK TO THE STEPS IN THE LISTED SEQUENCE**

**#1**



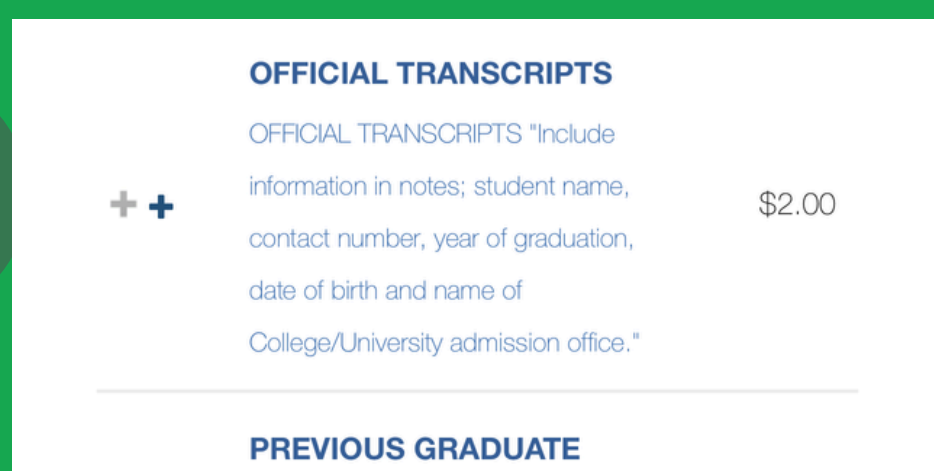
**Visit the Flanagan website.**

**#2**



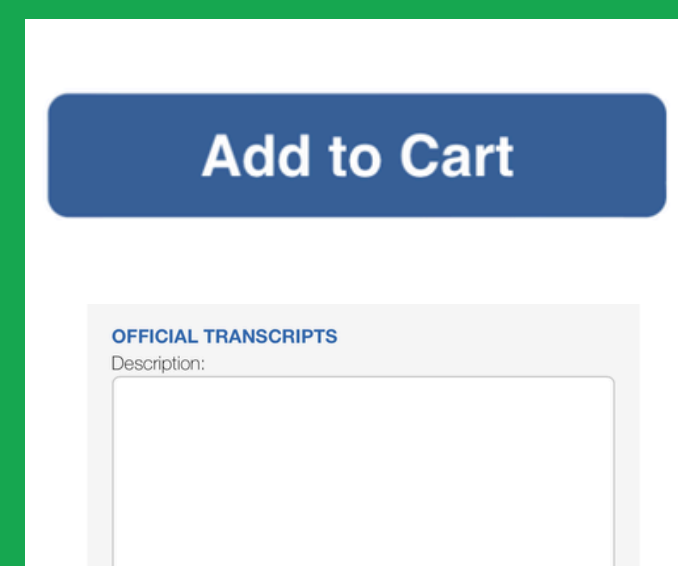
**Scroll down and select online payments.**

**#3**



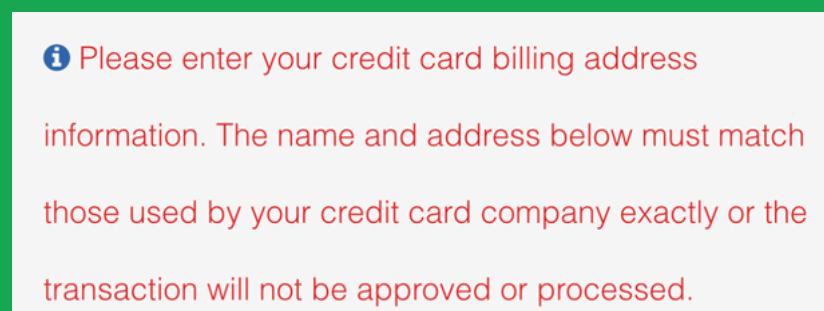
**Select "Previous Graduate Transcript" for graduates up to the year 2024, and "Official Transcript" for current students.**

**#4**



**Add to the cart & include all necessary details in the description field.**

**#5**



**Finish the checkout and payment procedure. Once submitted, your request will be processed.**

**#6**



**Please note that if you have an obligation it MUST be paid before you purchase. Call Before picking up your transcript.**

**BE AWARE THAT TRANSCRIPT PROCESSING WILL REQUIRE A WEEK**