

## **eTRANSCRIPT CALIFORNIA**

# eTranscript

C A L I F O R N I A

### **TARGET AUDIENCE:**

- California Community Colleges administrators and staff
- CSU, UC, and other California college administrators and staff
- Electronic transcript trading partners

### **HISTORY:**

eTranscript California launched in the summer of 2007 with transactions between California Community Colleges, and from community colleges to California State University campuses. As of June 2009, 31 CCCs, 15 CSUs, and three private institutions, including University of Phoenix and National University, are participating.

### **DESCRIPTION:**

eTranscript California is the California Community Colleges statewide Internet-based system for requesting, transmitting, tracking, downloading, and viewing academic transcripts among authorized educational institutions and their trading partners. Designed to provide secure, value-added request and delivery services, eTranscript California automates transcript processes by:

- Offering significant savings in costs and time by sending and receiving transcripts to and from electronically-capable educational institutions.
- Providing faster fulfillment processing of transcript requests from authorized institutions.
- Systemically translating transcripts into XML and EDI formats to facilitate delivery to institution ERP or other application system.
- Saving staff resources by using user-friendly functionality to view, print, store, and download received transcripts.
- Including e-mail communication throughout the process.

### **SERVICES/PRODUCTS:**

#### **Requesting Transcripts:**

- Request single or bulk transcripts
- Identify trading partner preferences for transcript processing
- Electronic message confirmation

#### **Fulfilling Transcripts:**

- Interface with college student information system (SIS)
- Visual workflow process illustrates transcript fulfillment progress

- Upload and transmit transcripts
- E-mail communication throughout the process

#### **Receiving Transcripts:**

- View, print, and download capability
- Provides three standard online transcript views: brief, full, and a view focused on General Education requirements met
- Standards-based transcripts for easy loading into SIS
- Receive XML and EDI transcripts from any non-eTranscript California institution via University of Texas server

#### **Administration:**

- Transcript request and submission reports
- Complete transaction event history
- Account management
- Configurable workflow preferences, including transcript fee and waiver rules, fulfillment processes, control and expiration options, e-mail communication, and institution information

### **BENEFITS:**

#### **Administrators and Staff**

- Automates and streamlines the transcript process for faster admission processing through complete, accurate, and fully compliant enrollment applications.
- Increases enrollment and improves services to students.
- Delivers proven advantages while reducing demands to staff.

#### **Other Trading Partners**

- Able to receive and deliver transcripts from outside institutions via the SPEEDE University of Texas transcript server.

### **CONTACT INFORMATION:**

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