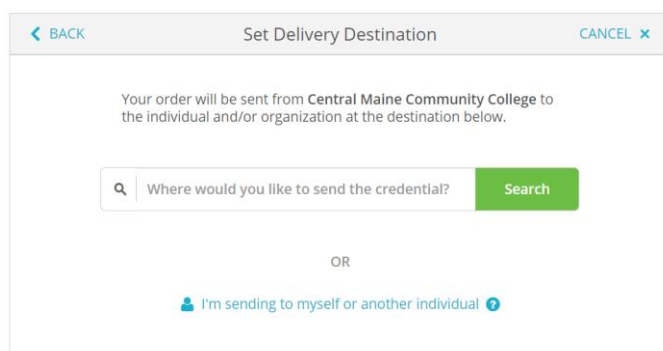
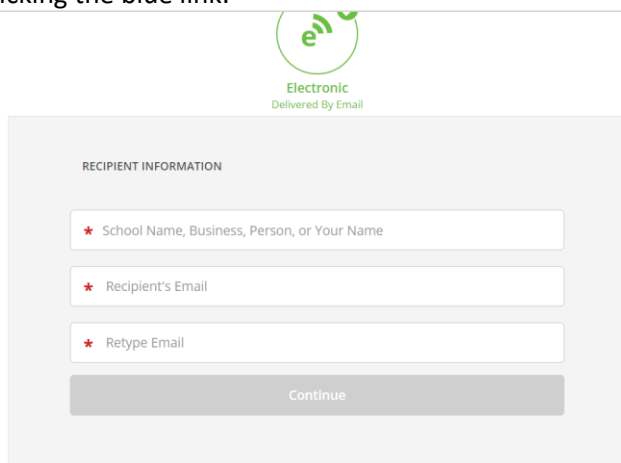


Central Maine Community College is using a third party, secure, electronic transcript service, [Parchment](#).

Once you click on the link, it will take you to our storefront where you can either log into Parchment using an existing Parchment account or create a New Learner Account. (Most students will require a new account because of a new upgrade that Parchment has just gone through). This login is not attached to any CMCC logins; you may use any email/password you choose for this account.



You may choose to “search” for an institution **or by clicking the blue “I’m sending to myself or another individual”, may insert an email address of your choosing.** This is the screen that will populate when clicking the blue link:



The cost for each transcript ordered is \$6.00. Orders are typically processed within a couple of business days. The recipient will receive a link and a passcode to their email address to access the records through a secure online system. Access is not indefinite; there are a limited number of days and downloads allowed before the access codes expire so be sure you/your recipient are on the look-out for those emails. You’ll also have access to tracking information and status updates with this system so you can keep tabs on when it is received. Simply log into the site and use the order status/order history options to view.