

Running Transcripts in PowerSchool

This guide will walk you through the steps of running transcripts for HS students.

To run transcripts for a single grade, simply click on the grade at the Start Page.

To run transcripts for ALL HS students type this in your search field: grade > 8

For a single student, type in the last name of the student in the search and click on their name.

For a GROUP of students: You'll get the list of students who meet your search. Select 'Print Report' from the drop down menu below their names.

For a SINGLE student: Once you are viewing that student's record click 'Print A Report' in the top left corner of the screen.

At the Print Reports page you'll select the report called 'NWABSD Official Transcript'.

Click 'Submit' and the report will begin to run.

***The 'NWABSD Official Transcript' is only to be used for currently enrolled students. There are different reports for students who have graduated or who have quarter credit. Talk to Joe Groves or Robin Gage if you need a transcript for a student who has previously graduated.

Search

Students Staff Parents

View Field List How to Search

Browse Students

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

PK3 PK4 K 1 2 3 4 5 6 7 8 9 10 11 12 M F All

GROUP of Students

Select a function for this group of students

Print Report

Immunization Compliance

Invalid Requests

LDAP Directory Synchronization

List Students

Mass Enroll in Classes

Mass Print A Student Screen

Next School Indicator

Print Report

Print Mailing Labels

Quick Export

SINGLE Student

Quick Lookup

Print A Report

Switch Student

← List (54) →

NWABSD Official Transcript

Class Attendance Audit

PS Access for Parent Letter

PS Access for Students Letter

Eligibility (3rd-8th)

Eligibility (High School)

NWABSD Student Schedule

Progress Report (3rd-8th)

Progress Report (High School)

Envelope mailing label

Envelope mailing label, no return

Laptop Fees Letter

Lunch Bill

NWABSD Official Transcript

Submit

zNWABSD Official Transcript (graduates)
zNWABSD Official Transcript (graduates, shows qtr)
zNWABSD Official Transcript (shows qtr grades)