

Child Care WAGE\$[®] Project

How do I get my transcript?

Don't worry. It's easy! Just follow these directions to get your official transcript to your WAGE\$ counselor.

Are you a current student with a recent webadvisor account at your college or university?

- If yes, complete our internet permission form so that we may access your transcript:
www.childcareservices.org/wagesapps/WAGES_InternetPermission_2_16.pdf
- If not, follow the steps below:
- If you do not want to give permission, follow the steps below:

Step 1. Go to your college/university website and locate the Registrar's page.

Step 2. Select the transcript request option and fill out the request form completely.

Step 3. Request an official transcript be mailed to:

Child Care WAGE\$[®] Project
PO Box 901
Chapel Hill, NC 27514

Or, if your college emails transcripts, send to: wagespages@childcareservices.org

Step 4. Pay any transcript fee if required (usually \$5 at community colleges in North Carolina but will vary by university and state).

Step 5. Submit form.

Things to remember:

1. Official transcripts are printed on special school paper for security purposes.
2. Official transcripts cannot be faxed or altered.
3. WAGE\$ cannot accept copies or student unofficial transcripts.
4. If you have questions, please call a WAGE\$ counselor at 919-967-3272.



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Child Care Services Association

PO Box 901
Chapel Hill, NC 27514
919.967.3272

www.childcareservices.org