# ****How to request a transcript****

Log into your GA Futures account at [www.GAFutures.org](http://www.gafutures.org/)

(If you don’t have a GAFutures account, go to website and click “Create an Account)

Once logged into account, click “My High School Transcript”

Scroll down and select college/university

Accurately complete all other required information

Check Acknowledgement at the bottom of form

Click Send

Repeat steps if more than one transcript is needed