

Request Official Transcript and/or Duplicate Diploma

Current Students:

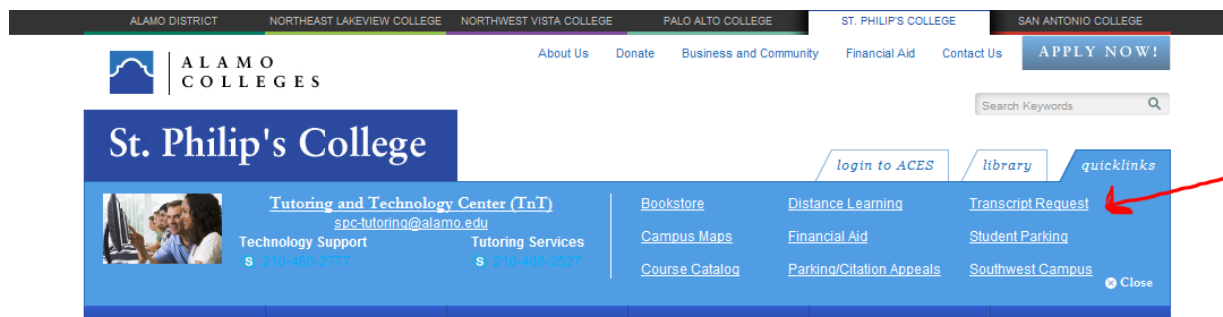
1. Login to ACES at <https://aces.alamo.edu/cp/home/displaylogin>
2. Select the STUDENT tab
3. Click on link WEB SERVICES (on left of page, under tabs)
4. Click on link STUDENT & FINANCIAL AID
5. Click on link STUDENT RECORDS
6. Click on REQUEST PRINTED OFFICIAL TRANSCRIPT REQUEST
7. Follow the instructions provided to order transcript(s).

Former Students:

Unable to gain access to transcripts and/or diploma through ACES.

*Reason - Former students have limited access when no longer attending school.

1. Go to the St Philip's College homepage at <http://www.alamo.edu/spc>
2. Click on the QUICKLINKS Tab
3. Click link TRANSCRIPT REQUEST



The screenshot shows the Alamo Colleges website header with navigation tabs for ALAMO DISTRICT, NORTHEAST LAKEVIEW COLLEGE, NORTHWEST VISTA COLLEGE, PALO ALTO COLLEGE, ST. PHILIP'S COLLEGE, and SAN ANTONIO COLLEGE. Below the header is a navigation bar with links for About Us, Donate, Business and Community, Financial Aid, Contact Us, and an APPLY NOW! button. A search bar is also present. The main content area features a blue banner for St. Philip's College. Below the banner is a quicklinks menu with tabs for login to ACES, library, and quicklinks. The quicklinks menu is open, showing a list of links: Bookstore, Distance Learning, Transcript Request (highlighted with a red arrow), Campus Maps, Financial Aid, Student Parking, Course Catalog, Parking/Citation Appeals, and Southwest Campus. A Close button is located at the bottom right of the quicklinks menu.



4. Under TRANSCRIPT REQUESTS, click FORMER STUDENTS TRANSCRIPT REQUEST

Transcript Requests

New Transcript Policy effective July 2, 2013

Transcripts are available to current and former students:

- [Current Students Transcript Request](#)
- [Former Students Transcript Request](#)
- [External Institution / Agency Transcript Request](#)

5. Scroll down page and click on link https://secure.touchnet.com/C20015_ustores/web/index.jsp

https://secure.touchnet.com/C20015_ustores/web/index.jsp

Once there, access "Alamo Colleges Transcript Request" and follow the instructions provided there.

6. The link takes you to the ALAMO COLLEGES MARKETPLACE MALL

7. Select either ALAMO COLLEGES TRANSCRIPT REQUEST or DUPLICATE DIPLOMA REQUEST

ALAMO COLLEGES

WELCOME TO THE ALAMO COLLEGES MARKETPLACE MALL

All Stores

Alamo Colleges Foundation, Inc.	Alamo Colleges Faculty/Staff Parking Permits
NVC Fitness Center	Alamo Colleges Test Centers
Aquatic Center at Palo Alto College	Alamo Colleges Third Party Contracts
Alamo Colleges Facilities/Building Rentals	Alamo Colleges Childcare
Alamo Colleges Events/Conferences	Alamo Colleges International Services
Alamo Colleges Fitness Centers	Alamo Colleges CE WorkForce Development
Alamo Colleges Transcript Request	College Donations
Duplicate Diploma Charge Request	Continuing Education and Workforce Development
San Antonio College KSYM Station	Tobin Lofts Garage Permit

8. Follow the instructions provided to order transcript or diploma.