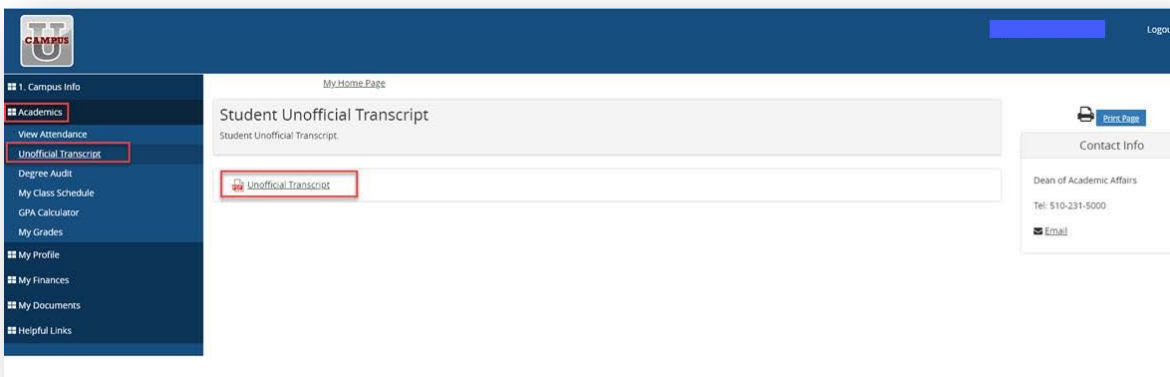


Accessing Unofficial Transcript through Student Portal

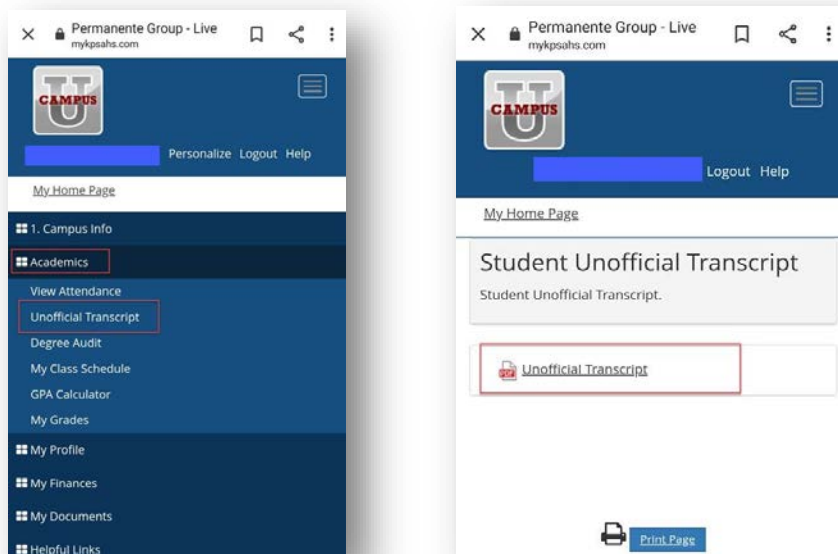
Students who attended KPSAHS after 2013 can access their unofficial transcripts in PDF format through the Student Portal (<https://www.mykpsahs.com/>). Below are the steps:

1. Log into your Student Portal account. Your username is in firstname.lastname format.
2. Click on the "Academics" menu option on the left side of your screen, and then click on "Unofficial Transcript." A PDF icon will be displayed under "Student Unofficial Transcript." Proceed to click on the PDF icon to view your unofficial transcript.

DESKTOP VIEW



MOBILE DEVICE VIEW



Email the Student Records Department at records@kpsahs.edu if you have any questions.