

Students can send transcripts electronically via CFNC.org through an exclusive agreement with the North Carolina Department of Public Instruction. Students can securely send official high school transcripts (current and final) from all schools that have converted to NCWISE. To see a complete list of NCWISE schools, go to

http://www1.cfnc.org/ExternalScripts/My_CFNC/transcripts.asp

and click on the link participating public high school.

Official electronic high school transcripts can be requested by the student in one of two ways:

1. After submitting an online application to any of the 110 colleges or universities in North Carolina
2. Directly from CFNC.org's Transcript Manager. All 110 institutions in North Carolina accept the electronic high school transcript in addition to the application for admission from CFNC.org.

In order to send electronic transcripts via CFNC.org, the student must meet the following criteria:

- Be currently enrolled or have graduated from a participating public high school in North Carolina (one that has converted from the SIMS system to NCWISE to manage student data)
- Have correctly entered the following information in the Profile and/or online admissions application:
 - First and Last Name
 - NCWISE Student ID
 - Date of Birth
 - Gender
 - Current (or most recent) High School
 - E-mail Address

Students can track all online applications and electronic high school transcript activity at CFNC.org through the Transcript Manager at http://www1.cfnc.org/ExternalScripts/My_CFNC/transcripts.asp.

High School counselors can also track the activity of their students' online applications and electronic transcript activity in the CFNC Professional Center. To use the CFNC Professional Center, you will need a Professional Account Access Key (PAAK). To obtain a PAAK:

1. E-mail cfnc@northcarolina.edu with "PAAK Request" in the subject line
2. Please include the following information:
 - a. First and last name
 - b. E-mail address
 - c. Phone number
 - d. Your school's name
 - e. Your school's address (including county)

A packet will be emailed within three to five business days of your request.

CFNC training workshops are currently being offered throughout the state. To obtain additional information on training dates and locations, please visit CFNC.org and click on "Register for Webinars, Seminars, and Other Training Opportunities".