How to check your grades (unofficial transcript) through Portal of CityU?

1. Open MyCityU student portal at: **https://my.cityu.edu/** (do not enter www.!).

2. Click the **Login** button (upper right corner) and use your CityU username and password (the same you use for Blackboard; provided via e-mail delivery, by CityU of Seattle).

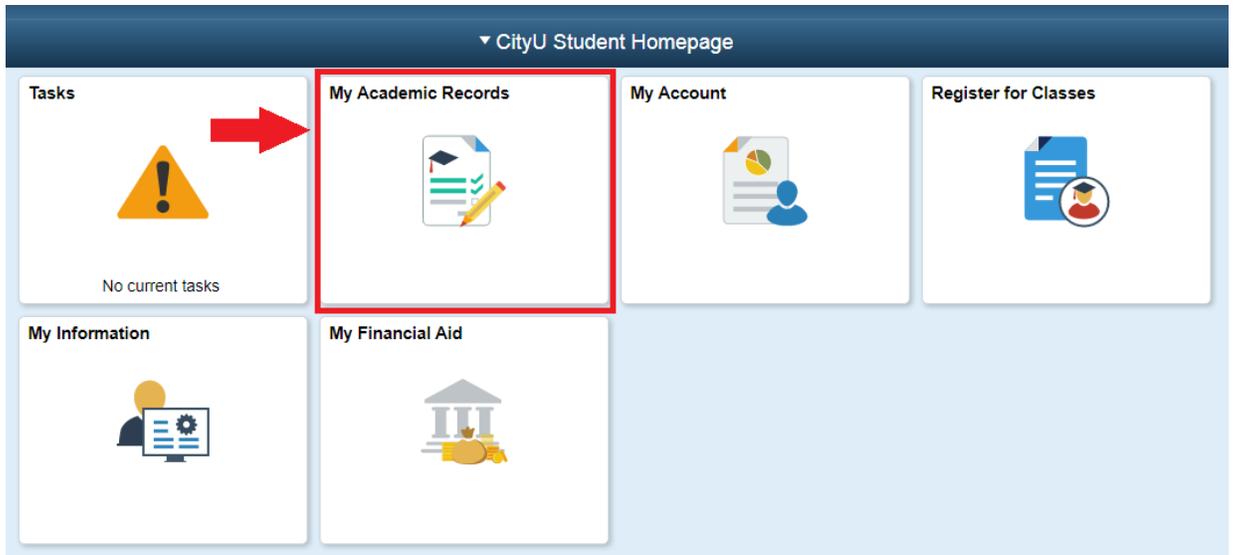   Once logged in, click the **Student Center** tab.
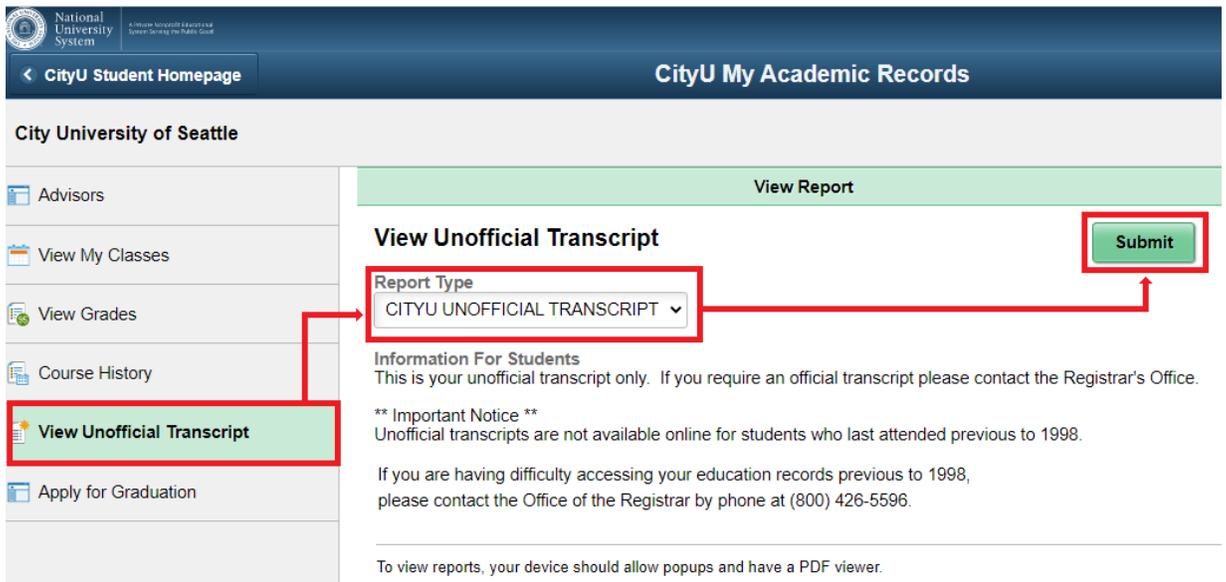

> ⚠️ **NOTE:** *If you do not have a working password click **"Create/Reset Your Password"**, to set up a new one. If you fail creating a working set of login data on your own, click the **"24/7 TechSupport"** icon and request help at CityU IT HelpDesk.*

3. In Student center, choose **My Academic Records** from the main menu.

4. Next, select **View Unofficial Transcript,** choose **CITYU UNOFFICIAL TRANSCRIPT** as the report type and click **Submit** (to view reports, your device should **allow popups** and **have a PDF viewer**)

5. Once generating your report is over, you will get to a report list where you have to select the corresponding checkbox and click **View Report**.