Electronic transcripts are now available through the National Student Clearinghouse. Students also have the option to select a paper copy if necessary. Delivery of electronic transcripts typically occurs within 30 minutes of receipt while mailed transcripts will be sent via United States Postal Services.

1. Navigate to https://tsorder.studentclearinghouse.org/school/
2. Type in Kalamazoo Valley Community College
3. Review the school notification and special instructions before ordering a transcript
4. Follow the prompts to add your personal information
5. Select transcript and delivery details
6. Confirm order and checkout