How to View a Transcript Online

✔ Visit: my.hofstra.edu

✔ Log in with your Student Network ID and password

(If you need assistance accessing the portal, contact the Help Desk at 516-463-7777.)

✔ Read the FERPA agreement, and click “OK” if you agree

✔ From the “Home” tab from top menu, Click on “Hofstra Online” (right above the “Information Links”)

✔ Under “Student Services” click on the “Student Records” link

✔ Scroll down and click “Academic Transcript” (First row, third Column)

  ✔ Select the Level type

  ✔ Select Transcript type (the only type for this would be Web)

✔ Click “Submit”

✔ You will see “Display of Transcript”

Please note:

• This is not an official electronic version of your transcript. It is unofficial.

• For an official copy of your transcript follow the steps in the “How to Request a Transcript” which can be found at:
  www.hofstra.edu/sfshowto