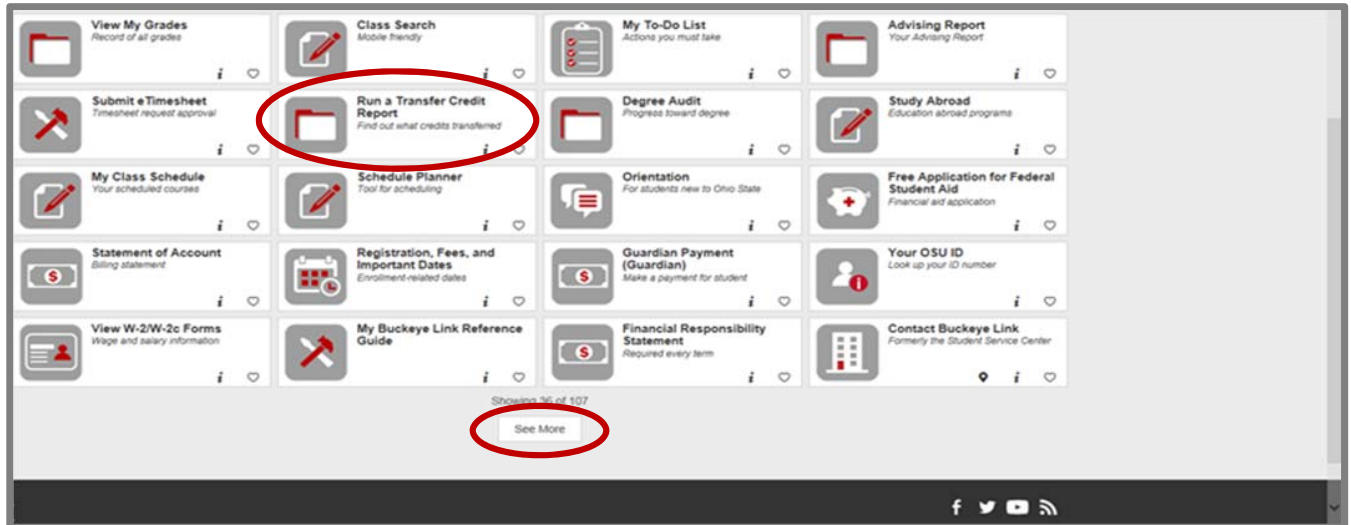


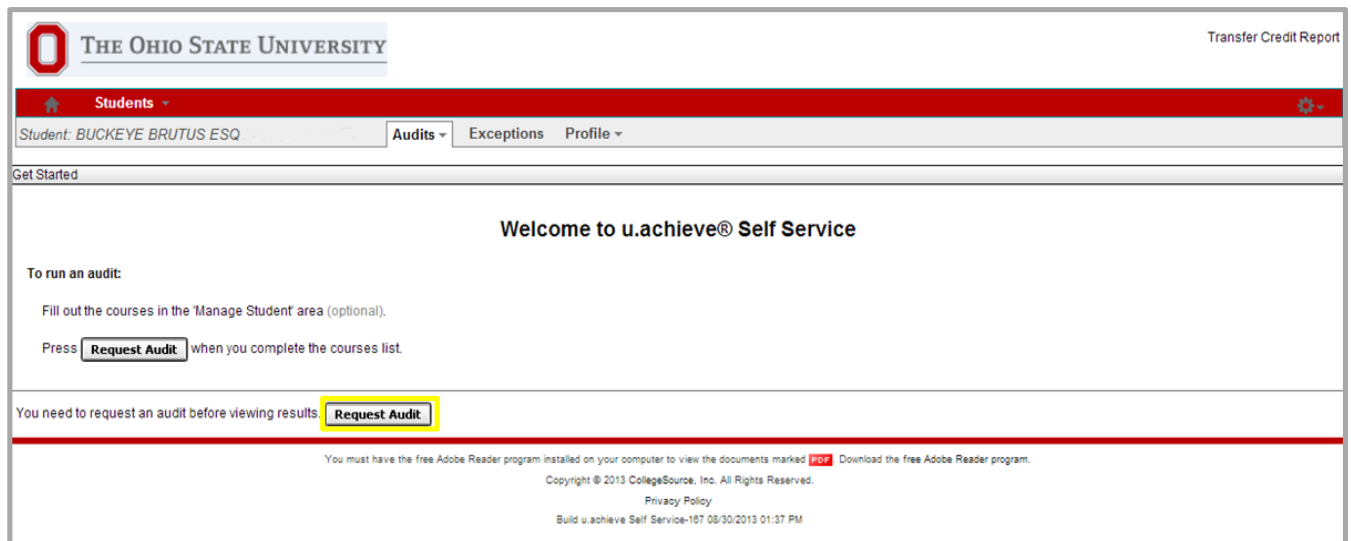


Instructions for Running Your Transfer Credit Report (PDF)

1. Visit Buckeye Link: <http://buckeyelink.osu.edu/>
2. Scroll down and choose **Run a Transfer Credit Report** Click **See More** until you find it.



3. At the **Self Service** page click **Request Audit**



4. At the **Request an Audit** page **Run Current Programs** will be selected by default. Change this to **Run Selected Program** and set the following as:
 - School: TRN-Transfer Credit Report
 - College: OSU
 - Major: TRANSFER
 - Degree: EVALUATION
 - Program: TRANSFER CREDIT REPORT-TCR-ALPHA
 - Catalog Year: (Select any option here)
 - Format: PDF (*Under Options*)

5. Click **Run Audit** to run your Transfer Credit Report

Note: An **HTML** version of the Transfer Credit Report opens by default. To produce a **PDF** version, under **Options**, change **Format** to **PDF**

THE OHIO STATE UNIVERSITY Transfer Credit Report

Students - Student: BUCKEYE BRUTUS ESQ Audits Exceptions Profile

Request an Audit

Select A Program

Run Current Programs:

School	Degree Program	Title	Catalog Year	Marker	Value	Type	CATLYT
EHE	FMRESM-PRE	BACHELOR OF SCIENCE IN HUMAN ECOLOGY	20142				

Run Selected Program:
Choosing a degree program here will not change your declared degree program.

School: TRN - Transfer Credit Report
College: OSU
Degree Major: TRANSFER
Degree: EVALUATION
Program: TRANSFER CREDIT REPORT - TCR-ALPHA
Catalog Year: AU 2014

Options

Include In Progress Courses:
List All: *- Default
What If Courses: *- Default
Run Type: S-Degree Audit with Course Sort
Format: PDF

Run Audit Cancel

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6. You will be directed to the **Completed Audit Requests** page where your audit will appear shortly

7. Click View Audit to open the report

THE OHIO STATE UNIVERSITY Transfer Credit Report

Students - Student: BUCKEYE BRUTUS ESQ Audits Exceptions Profile

Completed Audit Requests

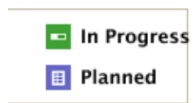
These are the audits that have been run in the past for this student's record. Hitting the "New Audit" button will run a new audit report. Deleting audits removes them from this list.

New Audit **Delete** select all/select none

Program	Catalog Year	Created	Format	Run By	Type	View	Delete
TCR-ALPHA	99993	05/25/2014 12:53 PM	PDF	x0000006	✓	View Audit	

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8. Click "Download PDF Audit." Save the file for your records.



Hours

GPA

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