Unofficial Transcript

Step by Step Application Process

Texas A&M University-Kingsville
How to Obtain your Unofficial Transcript

Go to [www.tamuk.edu](http://www.tamuk.edu) and scroll down to where you see Blue & Gold.
2 IF you have chosen to authenticate using DUO with your account, you will see a pop up like below. Click the option you wish to use as authentication and proceed.

3 Once you are in Blue and Gold under the **Main Menu** click on **Student and Financial Aid**.

4 Under the **Student and Financial Aid** please click on **Student Records**.

5 Under **Student Records** click on **Academic Transcript**.
Select the level and type of transcript you wish to view then click Submit.

**Transcript Level:** This allows you to select which level you wish to view. It can be Undergraduate, Masters or Graduate, depending which level you are enrolled in.

**Transcript Type:** Select from the drop down box the transcript type you wish to view.

Options:

- KING Unofficial Grad/ Doc
- KING Unofficial Undergrad
- Once you Select the Transcript of your choice click the submit button.

![Academic Transcript Options](image)

After clicking Submit, your unofficial transcript will appear on your screen.