

Student Records

Viewing Final Grades, Academic Transcript, etc.

Bannerweb Log-In Instructions:

1. Log in to Bannerweb – <https://mytitans.albanytech.edu>
2. Enter Secure Area:
 - User Name: SSN or Student ID
 - Default Pin is Date of Birth - MMDDYY format (Be sure to use Last 2 numbers in your birth year)
3. Click on Student Services & Financial Aid
4. Click on Student Records
5. Click on...

<p style="text-align: center;"><u>Student Information</u></p> <p>To View your Registration information and Program of Study Information</p>	<p style="text-align: center;"><u>View Student Holds</u></p> <p>Click to view if you have any holds on your student account.</p>	<p style="text-align: center;"><u>Final Grades</u></p> <p>To View your final Grades from the last semester.</p>
<p style="text-align: center;"><u>Academic Transcript</u></p> <ul style="list-style-type: none"> • To View all transfer credits awarded. • View your ATC academic history • View your GPA • View number of credit hours 	<p style="text-align: center;"><u>View Status of Transcript Request</u></p> <p>To View any transcripts processed/ordered by you. *Please note* -Any request after June 2017 – follow-up with TranscriptsPlus at 1-847-716-3005.</p>	<p style="text-align: center;"><u>Account Detail for Term</u></p> <p>To Pay for Classes Online:</p> <ul style="list-style-type: none"> • At the bottom of the page, click on <u>“Pay Online”</u>. • Click on the dropdown menu to find the semester to pay. • Click on “Select Term”
<p style="text-align: center;"><u>Account Summary by Term</u></p> <p>To View your account summary for each term of your attendance.</p>	<p style="text-align: center;"><u>Account Summary</u></p> <p>To View your overall account summary.</p>	<p style="text-align: center;"><u>Tax Notification:</u></p> <p>To View and print 1098-T Tax Forms.</p>
<p style="text-align: center;"><u>National Student Clearinghouse Self-Service</u></p> <p>To View your enrollment verifications. (Current or All)</p>	<p style="text-align: center;"><u>Order Official Transcript</u></p> <p>To Order your Official Albany Technical College Transcript. Cost is \$7.50 per transcript.</p>	<p style="text-align: center;"><u>Registrar’s Office</u></p> <p>You may send an email to Registrar@albanytech.edu for more information. Or Call 229-430-5281. Option #3</p>