

## **Ontario Student Transcript**

The Ontario Student Transcript is a record of courses successfully completed.

As students earn credits in Grade 9 – 12, their personal achievement for each course is recorded on this form as a percentage grade.

Transcripts for current students in day school programs are available through the Principals at each school. Upon graduation or retirement, a current and accurate copy of the student's Ontario Student Transcript must be stored in the OSR folder for internal school use. The record is maintained in case he/she ever needs an official report of marks, such as would be required by any college, university or employer. Marks will not be released by the school without the written permission of the student or of the parent/guardian if the student is under 18. Proof of identification and a nominal fee will be required to process requests.