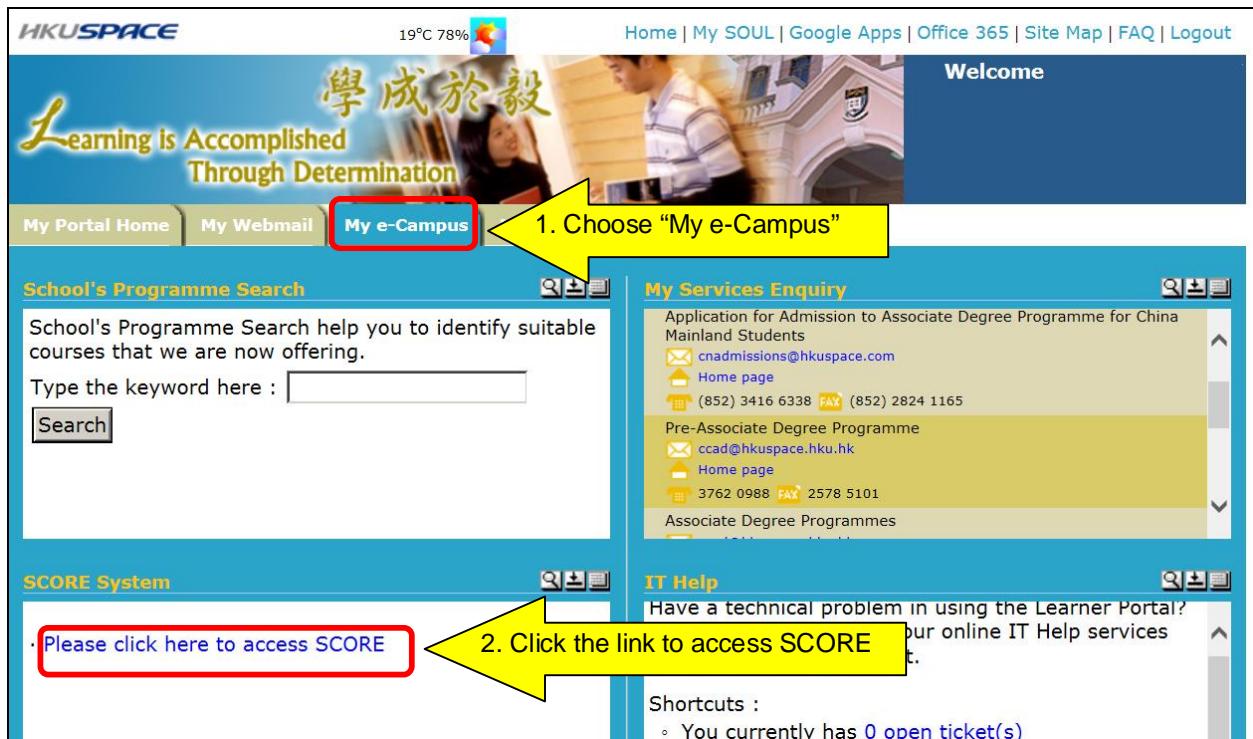


## To view the Unofficial Transcript

For viewing the *unofficial transcript*, you may access to SCORE via Learner Portal.



HKUSPACE 19°C 78%  Home | My SOUL | Google Apps | Office 365 | Site Map | FAQ | Logout

Learning is Accomplished Through Determination 

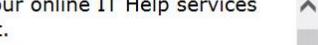
Welcome

My Portal Home My Webmail **My e-Campus** 1. Choose "My e-Campus"

**School's Programme Search**   
School's Programme Search help you to identify suitable courses that we are now offering.  
Type the keyword here :   
Search

**My Services Enquiry**  
Application for Admission to Associate Degree Programme for China Mainland Students  
✉ cnadmissions@hkuspace.com  
👉 Home page  
📞 (852) 3416 6338 FAX (852) 2824 1165  
Pre-Associate Degree Programme  
✉ ccad@hkuspace.hku.hk  
👉 Home page  
📞 3762 0988 FAX 2578 5101  
Associate Degree Programmes

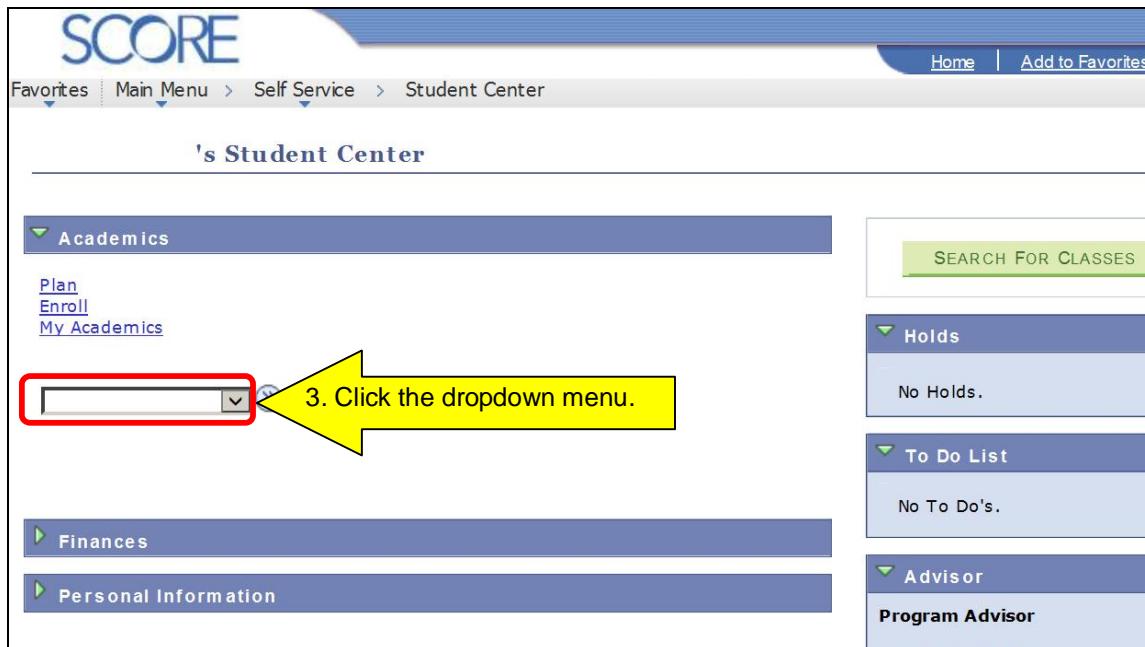
**SCORE System**   
Please click here to access SCORE 2. Click the link to access SCORE

**IT Help**  
Have a technical problem in using the Learner Portal?   
our online IT Help services

Shortcuts :  
◦ You currently has 0 open ticket(s)

You can obtain the complete records of course results of your study at the College by generating an unofficial transcript on SCORE any time.

Navigation path: Main Menu > Self Service > Student Centre > Transcript: View Unofficial



SCORE  Home | Add to Favorites

Favorites Main Menu > Self Service > Student Center

's Student Center

**Academics**   
Plan  
Enroll  
My Academics

**Finances**

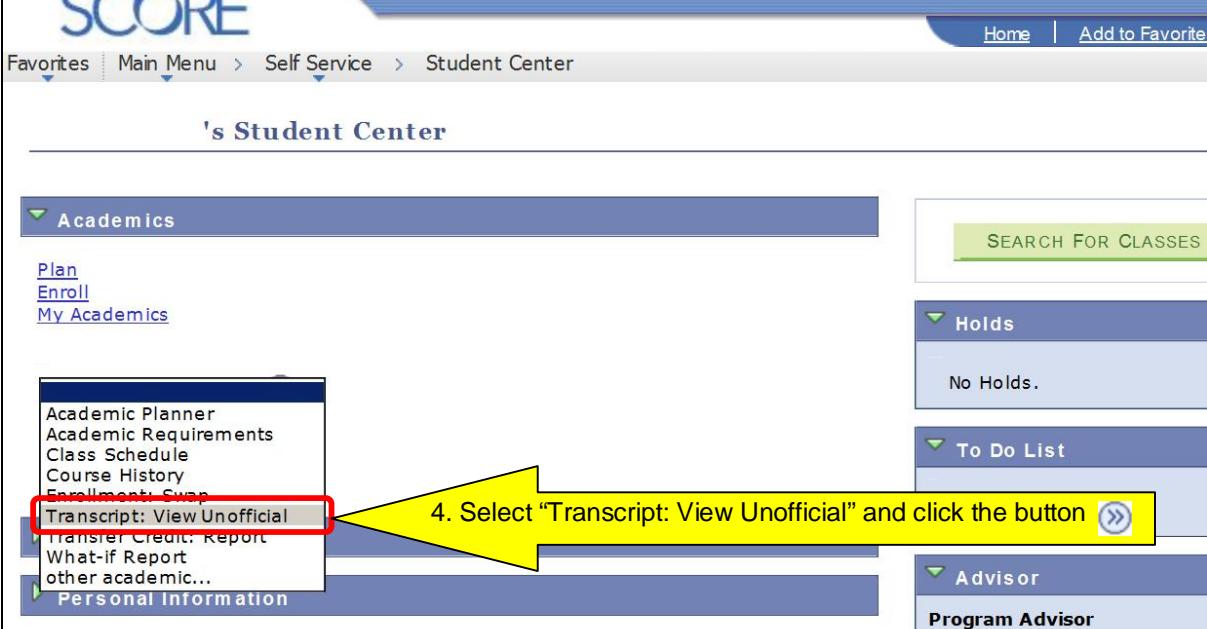
**Personal Information**

**Holds**  
No Holds.

**To Do List**  
No To Do's.

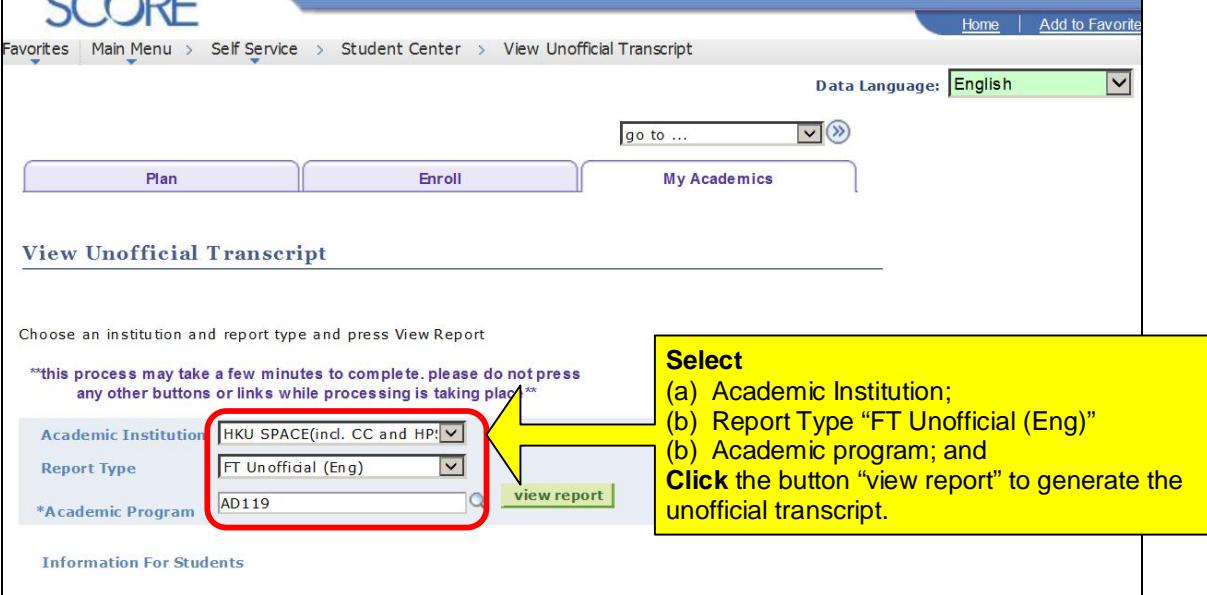
**Advisor**  
Program Advisor

3. Click the dropdown menu.



The screenshot shows the SCORE Student Center. In the 'Academics' section, a yellow arrow points to the 'Transcript: View Unofficial' link, which is highlighted with a red box. The link is located in a dropdown menu under 'My Academics'.

You will then be directed to the page below. Select *Academic Institution*, *Report Type* “FT Unofficial (Eng)” and *Academic Program* from the dropdown menu and then click “view report”.



The screenshot shows the 'View Unofficial Transcript' page. A yellow box highlights the 'view report' button, and a yellow arrow points to the 'Report Type' dropdown menu, which is set to 'FT Unofficial (Eng)'. A yellow box also highlights the 'Report Type' dropdown menu, which is set to 'FT Unofficial (Eng)'. A yellow box highlights the 'view report' button.

**Select**  
 (a) Academic Institution;  
 (b) Report Type “FT Unofficial (Eng)”  
 (b) Academic program; and  
 Click the button “view report” to generate the unofficial transcript.

## Sample of Unofficial Transcript (for reference only)

					
TRANSCRIPT OF ACADEMIC RECORD (Unofficial)					
Student Name:	LAST, FIRST 中文	Issue Date:	26 March 2015		
Date of Birth:	9 August 1992	Student No.:	10000000		
Identification No.:	X123456(7)				
Programme Admitted:	Admission Date				
Mode of Study:	September 2012				
Programme:	Associate of Arts				
Award Conferred (Classification): Associate of Arts (Pass)		Date of Conferment 30 September 2014			
Academic Year:	2012-13 Semester 1				
Theme/Stream:	Associate of Arts				
Year of Study:	1				
Course Code	Course Title	Credits Attempted	Credits Gained	Grade	Grade Point
CCCH 4007	Self-writing and Representation	3.0	3.0	B-	8.10
CCEN 4003	Global English III	3.0	3.0	B-	8.10
CCMA 4001	Quantitative Analysis I	3.0	3.0	C-	5.10
CCPH 4002	Applied Ethics	3.0	3.0	B	9.00
CCPH 4003	Elements of Logic and Critical Thinking	3.0	3.0	B-	8.10
CCPH 4004	Ideas that Shaped the Modern World	3.0	3.0	C-	5.10
Semester GPA: 2.47	Cumulative GPA: 2.47				
Academic Year:	2012-13 Semester 2				
Theme/Stream:	Associate of Arts				
Year of Study:	1				
Course Code	Course Title	Credits Attempted	Credits Gained	Grade	Grade Point
CCAH 4001	Arts Appreciation	3.0	3.0	B-	8.10
CCCH 4003	Advanced Chinese Language	3.0	3.0	C+	6.90
CCCH 4004	Global and Local Cultures	3.0	3.0	C+	6.90
CCEN 4004	English for Academic and Professional Purposes Part I	3.0	3.0	B-	8.10
CCIT 4009	Introduction to Multimedia	3.0	3.0	B-	8.10
Semester GPA: 2.54	Cumulative GPA: 2.54				
Other Learning Experiences / Remarks E.g. 9 credits gained on the basis of credit transfer from the College's Associate of Business Administration programme. E.g. Student achievements on outside course activities.					
Other Activities / Sports Programme Milestones - Attendance rate: xx%					
Errors and omissions must be reported to the College Office within three weeks from the release date of your assessment results.			Page 1 of 2		
TRANSCRIPT OF ACADEMIC RECORD (Unofficial)					
Student Name:	LAST, FIRST 中文	Issue Date:	26 March 2015		
Date of Birth:	9 August 1992	Student No.:	10000000		
Identification No.:	X123456(7)				
Academic Year:	2013-14 Semester 1				
Theme/Stream:	Associate of Arts (Chinese Language, Literature and Culture Theme)				
Year of Study:	2				
Course Code	Course Title	Credits Attempted	Credits Gained	Grade	Grade Point
CCCH 4006	Grammar and Rhetoric in Modern Chinese Language	3.0	3.0	B-	8.10
CCCH 4008	Introduction to Chinese Literature	3.0	3.0	A-	10.00
CCCH 4014	Studies of Classical Texts	3.0	3.0	C	6.00
CCEN 4005	English for Academic and Professional Purposes Part II	3.0	3.0	C	6.00
CCSS 4005	Understanding Social Problems in Hong Kong	3.0	3.0	B	9.00
CCST 4016	Food and the Body	3.0	3.0	C+	6.90
Semester GPA: 2.62	Cumulative GPA: 2.54				
Academic Year:	2013-14 Semester 2				
Theme/Stream:	Associate of Arts (Chinese Language, Literature and Culture Theme)				
Year of Study:	2				
Course Code	Course Title	Credits Attempted	Credits Gained	Grade	Grade Point
CCCH 4005	Classical Chinese Language	3.0	3.0	B-	8.10
CCCH 4007	Introduction to Chinese Literary Criticism	3.0	3.0	B-	8.10
CCCH 4009	Introduction to Modern Chinese Literature	3.0	3.0	B-	8.10
CCCH 4011	Modern Chinese Language	3.0	3.0	C+	6.90
CCCH 4013	Reading and Writing in Chinese	3.0	3.0	B-	8.10
CCEN 4012	English for Arts and Humanities	3.0	3.0	C+	6.90
Semester GPA: 2.57	Cumulative GPA: 2.55				
Overall Milestones					
Overall Remarks					
Overall Result: Pass Associate Degree Requirements Completed					
Total Credits Gained: 69.0 Graduation GPA: 2.66					
This is not a formal certificate of assessment results. Please apply for an official transcript from the College Office.					
- END OF TRANSCRIPT -					
Errors and omissions must be reported to the College Office within three weeks from the release date of your assessment results.			Page 2 of 2		

**Note:** If you cannot log in to the Portal, please create a service ticket in "IT Help" which is accessible through the Learner Portal login screen.