**St. Petersburg Collegiate High Schools and SPC transcript requests:**

**Contact your high school counselor if you graduated less than 3 years ago for your high school transcript. You would need to reach out to Pinellas County Schools Central Records Office for your high school diploma if you graduated more than 3 years ago from a Pinellas County school.**

**STUDENTS** - Former students who (*graduated or withdrew from a Pinellas County high school more than 3 years ago, OR elementary or middle school more than 5 years ago*) please use the following link to request records: [ScribOrder On-Line Payment System](https://pinellasfl.scriborder.com/). Select this link and then choose "Click here if you are a Former Student." Fill out the form, select an option for the delivery of your records, create an account, pay, and we will process your request in the order received.

<https://pinellasfl.scriborder.com/>

**If you need additional assistance, please contact:**

**Email:** **centralrecords@pcsb.org**

**Voicemail: 727-793-2701 (This line is for voicemail messages only - calls are not answered. You may wish to leave a message and a records management team member will return your call as soon as possible.)**

**For an SPC transcript:**

Transcript orders should be placed online. Current students should log into MySPC and select the option **Order Official Transcript** under **My Academics**. Alumni and former students may access the National Student Clearinghouse directly, using the link below.

[**FORMER STUDENT**](https://tsorder.studentclearinghouse.org/school/ficecode/00152800)

[**CURRENT STUDENT**](https://titanhub.spcollege.edu/)

If you need to pick up a hard-copy, printed transcript you may order your transcript in person at the Business Office at either the Clearwater, Downtown, Seminole, St. Petersburg/Gibbs, or Tarpon Springs campus.

Your academic records are protected by federal law. For your privacy, transcripts cannot be ordered by email, telephone, or fax.

<https://tsorder.studentclearinghouse.org/school/welcome>