## **Creating and Viewing an Academic Summary**



Students have the option to run a KU Academic Summary within Enroll & Pay.

Click on the **KU Academic Summary** link. Select the appropriate Academic Summary and then click on the View Report button. Another browser window/tab will open with the new report information. Please be aware that you may need to allow popups in order to view the summary.

KU Academic Records	KU Academic Records	â	Q	:	٢
View Grades	Jayhawk Student				
Course History	View Heeffiel Tennenint				
🍄 Advisors	View Unofficial Transcript				
🈏 KU Academic Summary	Choose an institution and report type and press View Report **This process may take a few minutes to complete. Please do not press				
🔁 Planner	any other buttons or links while processing is taking place**				
	Academic Institution  University of Kansas Report Type  Undergraduate Academic Summ. View Report View Report				
	Information For Students Graduate Academic Summary				
	This is an Academic Summary of Und not to be considered an official transcr is not displayed on the academic sum Progress Report (DPR) or order an off Medical Academic Summary transcript.ku.edu Undergrad KUMCA Cacd Summary				
	View All Reque Undergraduate Academic Summary				

The student's Academic Summary will appear in a separate tab/window. You can also view reports create in the last month by clicking on the <u>View All Requested Reports</u> button on the same page.

Students wanting to receive an official transcript can find more information on the Office of the University Registrar's website: <u>https://registrar.ku.edu/transcripts</u>.