

Obtaining your High School Transcript – Canadian Provinces

Alberta

Order your transcript online: <https://education.alberta.ca/transcripts/how-to-order>

Address: Alberta Education
Transcripts and Diplomas Office
44 Capital Boulevard, 10044 - 108 Street NW
Edmonton, AB T5J 5E6

Phone: 780-427-5732

Fax: 780-422-2137

Email: TAD@gov.ab.ca

British Columbia

Order your transcript online: www2.gov.bc.ca/gov/content/education-training/k-12/support/transcripts-and-certificates

Address: Ministry of Education
Room 336, 3rd Floor
617 Government Street
Victoria, BC V8V 4W6

Phone: 250-356-7270

Fax: 250-356-0277

Email: student.certification@gov.bc.ca

Saskatchewan

Order your transcript online: www.saskatchewan.ca/residents/education-and-learning/credits-degrees-and-transcripts/requesting-transcripts-for-high-school

Address: Student and Educator Services
128-1621 Albert Street
Regina, SK S4P 2S5

Phone: 306-787-6012

Fax: 306-787-0035

Email: student.records@gov.sk.ca

Manitoba

Current Grade 12 students should contact the administrative office of their school for instructions on ordering their transcript. **High school graduates** can order their transcript from Manitoba Student Records. Information is available online at: <http://www.edu.gov.mb.ca/k12/studrec/marks.html>

Address: Professional Certification and Student Records Unit
PO Box 700
402 Main St
Russell, MB R0J 1W0

Phone: 204-773-2998 or 800-667-2378

Fax: 204-773-2411

Email: sturecords@gov.mb.ca

New Brunswick

Copies of New Brunswick high school transcripts can be obtained from the school you attended or the school district office. If the school you attended is no longer in operation, contact the local school district office to obtain a transcript of your marks or diploma. School and school district addresses can be found at: <http://www.nbed.nb.ca/schooldirectory/>

Ministry Info Line: 506-453-3678

Newfoundland and Labrador

Website: <http://www.ed.gov.nl.ca/edu/k12/highschool/transcripts.html>

Address: High School Certification
Department of Education and Early Childhood Development
P.O. Box 8700
St. John's, NL A1B 4J6

Phone: 709-729-3001

Fax: 709-729-0611

Email: transcripts@gov.nl.ca

Nova Scotia

Copies of Nova Scotia high school transcripts can be obtained from the school you attended. If the school you attended is no longer in operation, contact the regional school board office to determine the successor school. A list of school board offices can be found online at: www.ednet.ns.ca/our-schools-boards

Ministry Info Line: 902-424-5605

Northwest Territories

Order your transcript online: www.ece.gov.nt.ca/en/content/secondary-school-transcript-request

Address: Student Records
Education, Culture and Employment
P.O. Box 1320
Yellowknife, NT X1A 2L9

Phone: 867-920-6235

Fax: 867-873-0499

Nunavut

Website: www.gov.nu.ca/education/information/student-records-and-student-information-system-sis

Address: Student Records Registrar
P.O. Box 204
Pangnirtung, NU X0A 0R0

Phone: 867-473-2612

Fax: 867-473-2695

Email: studenttranscripts@gov.nu.ca

Ontario

Copies of Ontario high school transcripts can be obtained from the school you attended. However, some school boards maintain records in a central office, so you may be referred to the school board to obtain your transcript. If you left a publicly funded school **more than five years** ago, or if the school you attended is **no longer in operation**, you should contact the school board, rather than the school. A list of school board offices can be found online at:

<http://www.edu.gov.on.ca/eng/sbinfo/boardList.html>

Ministry Info Line: 416-325-2929

Prince Edward Island

Copies of PEI high school transcripts can be obtained from the school you attended. A list of high schools can be found online at: <http://www.gov.pe.ca/eecd/index.php3?number=1030830&lang=E>

Ministry Info Line: 902-368-4600

Quebec

Order your transcript online:

www7.education.gouv.qc.ca/dc/DemandeReleve/index_en.php?section=formulaire

Address: 675, boulevard René-Lévesque Est
Aile René-Lévesque, 4e étage
Quebec, QC G1R 6C8

Phone: 413-643-1761 or 800-747-6626

Fax: 413-643-3933

Email: DSE-Registariat@education.gouv.qc.ca

Yukon

If you have been out of school for **less than 5 years**, your high school transcript can be obtained from the school you attended. If you have been out of school for **longer than 5 years**, you can request your transcript online: www.education.gov.yk.ca/transcripts.html

Address: Department of Education
Student Information and Assessment
P.O. Box 2703
1000 Lewes Blvd.
Whitehorse, YT Y1A 2C6

Phone: 867-667-5170

Fax: 867-633-7983

Email: transcripts@gov.yk.ca
