1. Click on My NWACC Connection button on the homepage (www.nwacc.edu) 
If you do not have access to My NWACC 
Connection, please complete the paper form

2. Log-in to My NWACC Connection 
Log-in with you User name and password. Utilize the Change/Rest Password and the First Time Users links if needed. Contact the Student Helpdesk at 479-619-4357.

3. On the left hand side, click on Student Records, then Transcript Request

4. Follow the instructions at the top of this page to designate a recipient of the transcript
5. Follow the instructions at the top of this page to choose your transcript type and course levels and verify address information.

6. Follow the instructions at the top of this page to select the number of transcripts you need, to indicate that the transcript needs to be held until grades for the current term are in and to select your delivery method.

To hold your transcript for final grades for an in progress term select “Hold for Grades”.

The delivery method will determine where your transcript will be processed. Either it will be processed at the “Main campus” in Bentonville or at “WCC campus” in Springdale. NOTE: This is not the location to pick up a transcript. To pick up a transcript you need to come to campus.
7. Confirm the request information

8. Pay for your transcript

8a. Enter Card Account Information

8b. Enter Payment Information

8c. Review Payment Information
8d. Print Payment Receipt

9. Hold on your account

There are two ways to check to see what Holds you may have preventing you from requesting a transcript.

You can click “View Holds” on the main Student Records menu.

Or Click on “View Holds” at the bottom of the screens for the Transcript Request.
https://my.nwacc.edu