



# tecta

TENNESSEE EARLY CHILDHOOD TRAINING ALLIANCE

## **Official Transcript Request from TTU**

- Go to TTU website (TNTECH.edu)
- **Click** on Express tab
- **Click** Eagle online
- **Click** Enter Eagle online
- **Enter** user ID (your T#) and your pin (your password)
- **Click** student
- **Click** student records
- **Click** Order Official Transcript
- **Click** Order hard paper copy
- **Fill in** all blanks
- **Click** next

Primary Reason: Click - For some other reason

- **Click** next
- **Click** enter recipient manually
- **Click** next
- **Fill** out Transcript recipient - Child Care Wage\$ 109 N. Germantown Rd  
Chattanooga, TN 37411 phone # 423-698-8528
- **Click** next
- **Click** continue to order summary
- **Verify** all information
- **Click** go to payment
- **Click** box that says "I have read and agree to the terms in the Credentials Transaction Agreement"
- **Enter** Credit Card information
- **Click** submit payment

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