

HOW TO REQUEST YOUR TRANSCRIPT AND VERIFICATION THROUGH CLEARINGHOUSE.

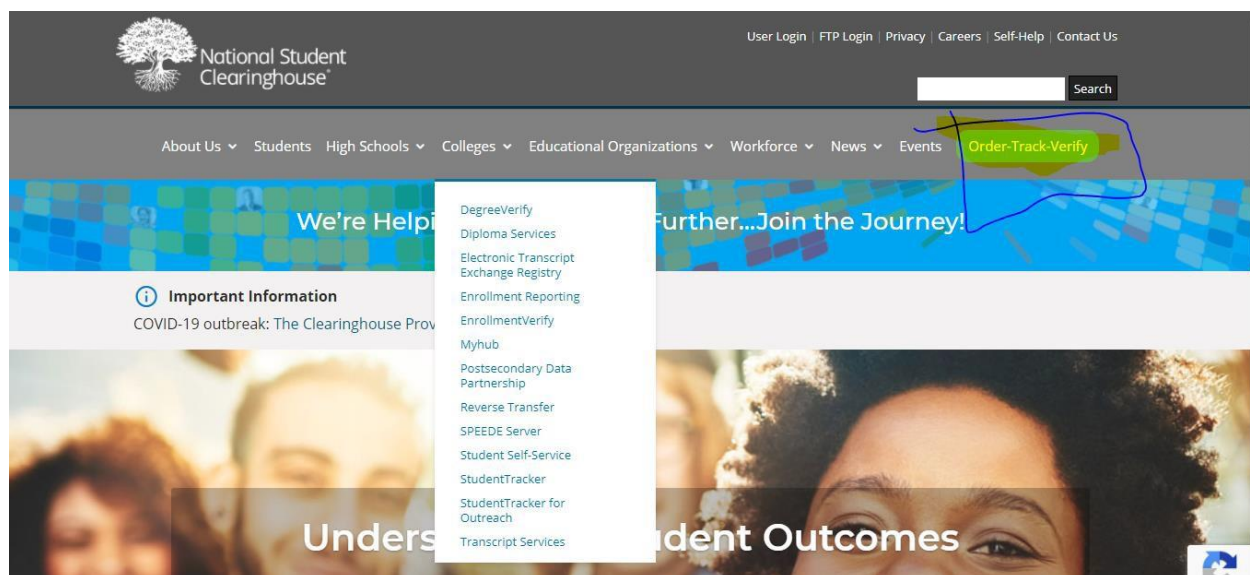
Enrollment and Degree Verification

Hudson County Community College has authorized the National Student Clearinghouse to provide degree and enrollment verifications. Enrollment verifications will be processed through the National Student Clearinghouse beginning three weeks after the start of the term. If the enrollment and/or degree information is not current, please follow up with the Registrar's Office for further assistance.

Have the student try to do this and see if they can request their transcript.

Step 1: <https://www.studentclearinghouse.org/>

Step 2: Highlight on "Order Track Verify," then you can select to request transcript or verification



Step 3: After you select the verification. It will take you to this screen and choose "Verify now."

i Important Information

There may be delays fulfilling a DegreeVerify request by Institutions impacted by Coronavirus-related closures. We appreciate your patience as we work to assist our partner institutions.

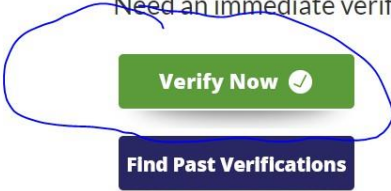
Welcome to Verification Services

The National Student Clearinghouse is the trusted source for education verification offering a nationwide collection of enrollment and degree data.

Find out more about our services:

- [Current Enrollment](#)
- [Degrees & Attendance](#)
- [High School Diplomas](#)
- [Professional Certifications](#)

Need an immediate verification?



- Nationwide coverage of U.S. degrees and attendance records.
- Immediate online verifications
- Integrated Web services option for high volume requestors
- 24/7 availability

Step 4: Then, it will take the student to this screen. If the student already created the account, they will select "I already have an account." If they are trying to create an account each time they request the transcript, they will get an error message.

Request a Verification

Step 1: Select one from the following that applies to you.

I'm submitting a verification request on behalf of a company

I'm submitting a verification request for myself

Please note, you can not submit verification request for another individual if you are not representing a company. Select this option if you are a parent/guardian submitting a verification request for your child/minor.

I already have an account

NEXT

IF the student is creating the account for the first time, they select the first or second. After I choose the first column, it has asked me to create this information.

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I already have an account

NEXT

Then on the next page: Please make sure the student has clicked on the “Terms and Conditions.” Then the pop-up box will appear. The student needs to scroll down and “ACCEPT.”

Create an account with NSC Verification Services

Step 2: Enter required information below.

Enter information about you and your company. Asterisk(*) indicates required field. [Why do we need this information?](#)

I have read and agree to the Terms And Conditions *

Your first name * Your last name *

Your work email address * Your work phone number *

Name of company * Country of incorporation * State of incorporation *

Company Address
Country/Region * State/Province/Territory *

Address 1 *

Address 2

Building, campus box, floor, apt, suite

City * Zip/Postal Code * Main company phone number *

Company website *

Create your user name
your password will be sent to your work email address

User name *

After the student click on “NEXT.”

They will get this message:

Create an account with NSC Verification Services

Thank you for registering for an account!

You will receive an email with your login credentials. You can log in to proceed with your verification request.

NEXT

Students need to log in to the email they have provided and see if they have received an email from CLEARINGHOUSE. It will provide the student name and temporary password.

Reply Reply All Forward

Accounts <donotreply@studentclearinghouse.org> | Upasana Sethi-Pagan 12:57

Welcome to the National Student Clearinghouse!

**** External Email: Please Use Caution with Attachments and Links from Unknown Senders ****

Thank you for registering with the National Student Clearinghouse. Please use the user name and temporary password below to access your Clearinghouse service.

USER NAME: ██████████
TEMPORARY PASSWORD: ██████████

NOTE: As a convenience, you can copy and paste the password.

When you log on the first time, you will be prompted to create a new password and answer three security questions. If you forget your password, you will be prompted to provide your answers to the security questions in order to verify your identity and reset your password.

To log on, go to

www.studentclearinghouse.org and click "User Login" in the green menu at the top right of our Web site.

IMPORTANT -- StudentTracker for High Schools Subscribers:
You must use your Clearinghouse FTP account to submit student files, which you can access using the shared FTP login information that you already have. You cannot login to your FTP account using the user name and password above.

IMPORTANT -- Reverse Transfer Subscribers at Degree Granting Institutions (DGIs):

Then, click on the www.studentclearinghouse.org

It will take you back to the main page.

Click on the "Order Track Verify"

Click on "Verify Degrees, Enrollment & Verification"

Click again on “Verify Now.”

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NOW you will click on “I already have an account.” You will use the Username and the **TEMPORARY PASSWORD** you have received in your email.



Start a Verification

Step 1: Select one from the following that applies to you.

I'm submitting a verification request on behalf of a company

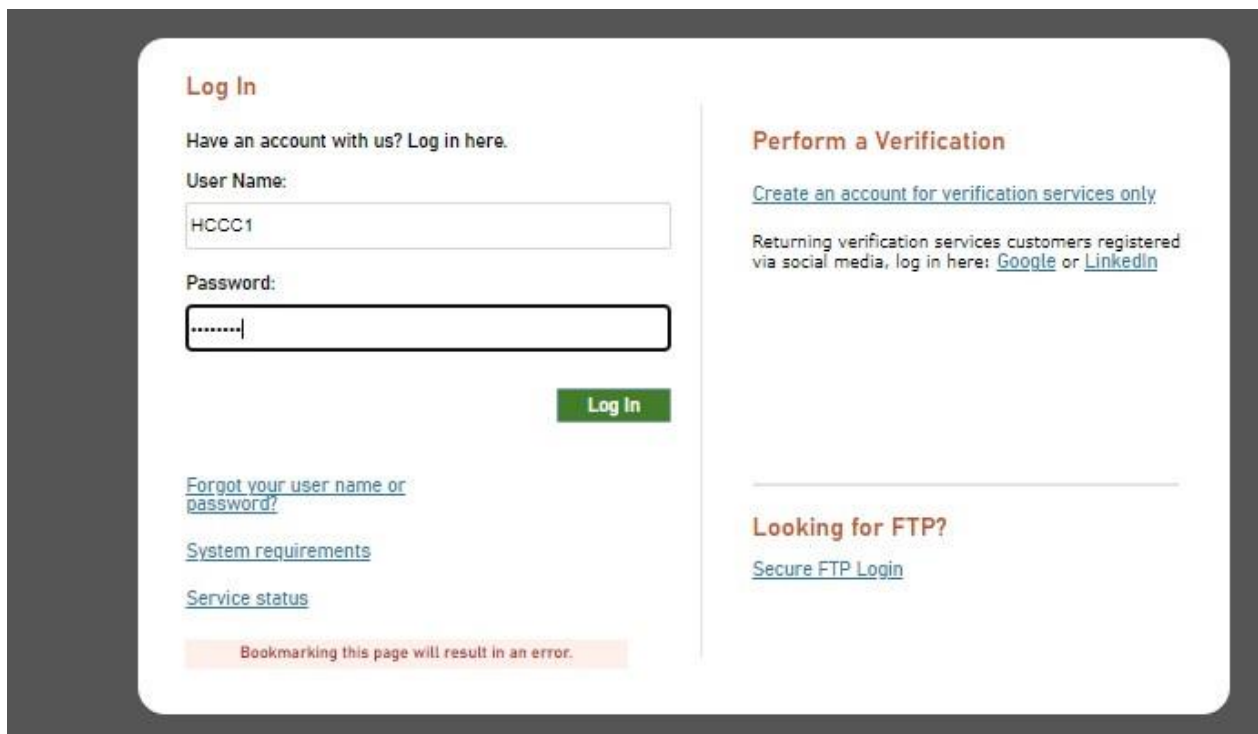
I'm submitting a verification request for myself

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I already have an account

NEXT

Enter the Username and TEMPORARY PASSWORD.



Click on "ACCEPT."

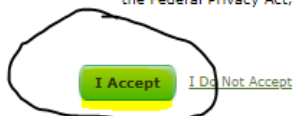


Step 1: To activate your account or change your password, you must first accept our terms and conditions.

User Terms & Conditions

By utilizing this site, the user agrees that he or she:

1. Will at all times comply with the terms, conditions and limitations of their agreement with the National Student Clearinghouse or the terms they agreed to as a registered user, as applicable.
2. Will not allow anyone else to use his/her user name/password or to otherwise obtain access to the Clearinghouse secure web site with his/her user name/password and will protect his/her user name/password against inadvertent disclosure.
3. Will use web-based access to the Clearinghouse database solely for the purposes specified in their agreement or terms as a registered user.
4. Will log off the Clearinghouse secure web site as soon as he or she has completed his/her work and will not leave the computer unattended while connected to the Clearinghouse secure web site.
5. Is authorized by his/her organization, and in accordance with his/her official duties, to obtain and use the type(s) of access specified in this agreement.
6. Will request a user name and password that meet Clearinghouse requirements. If the user requests a user name and/or password already in use or that does not meet Clearinghouse requirements, the Clearinghouse will assign a user name and/or password to the user.
7. Understands that if he or she does not actively use his/her web user account, the Clearinghouse reserves the right to deactivate his/her web access and/or delete any web-related responsibilities.
8. Will comply with the requirements of information security and confidentiality laws, including the Family Educational Rights and Privacy Act, the Federal Privacy Act, and all other applicable laws and regulations.




Change password.

NOTE: Current Password is your Temporary Password.

Change Password

Step 2: Change your password.

Current Password: 

New Password:

Retype New Password:

Password Policy

- Password must contain at least 2 alphabetic characters.
- Password must be at least 8 characters long.
- Password must contain at least 1 lowercase letters.
- Password must contain at least 1 numeric characters.
- Password must contain at least 1 special characters.
- Password must contain at least 1 uppercase letters.
- Password must not be one of 12 previous passwords.
- Password must not match or contain user ID.

[cancel](#)

Select three questions and answers them:

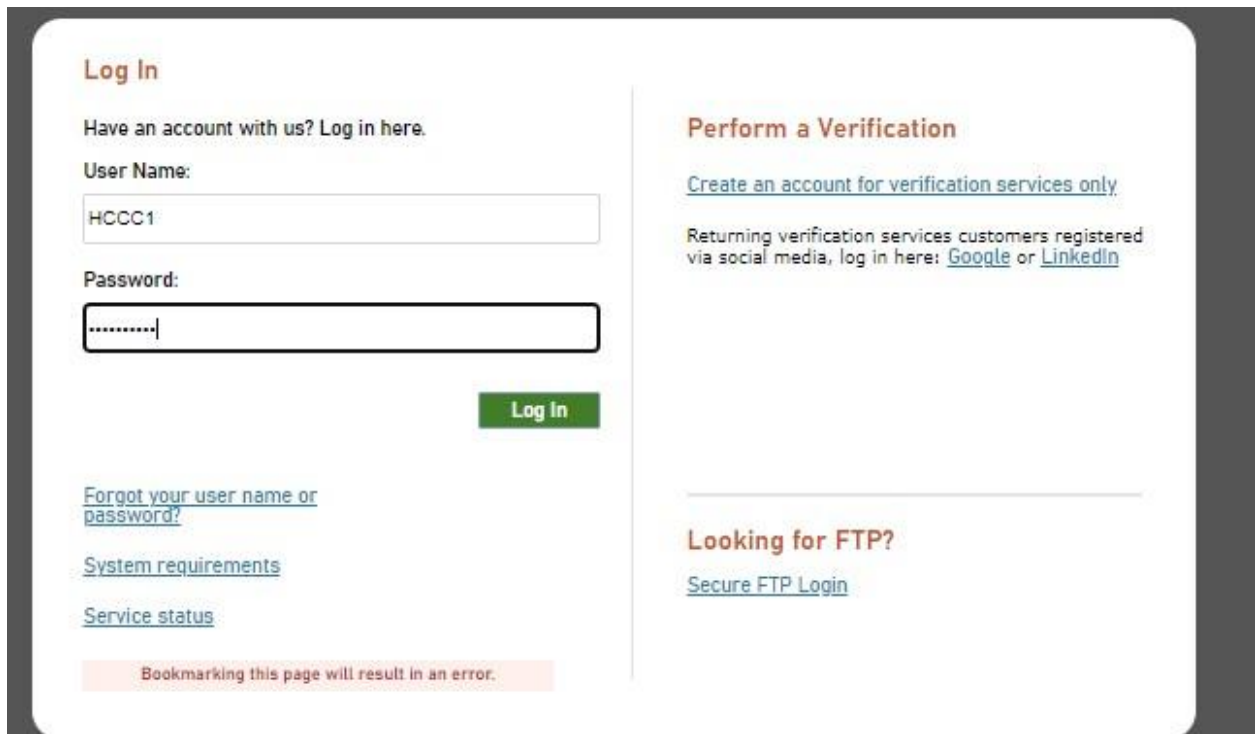
Verification Services Account Management

Challenge Questions

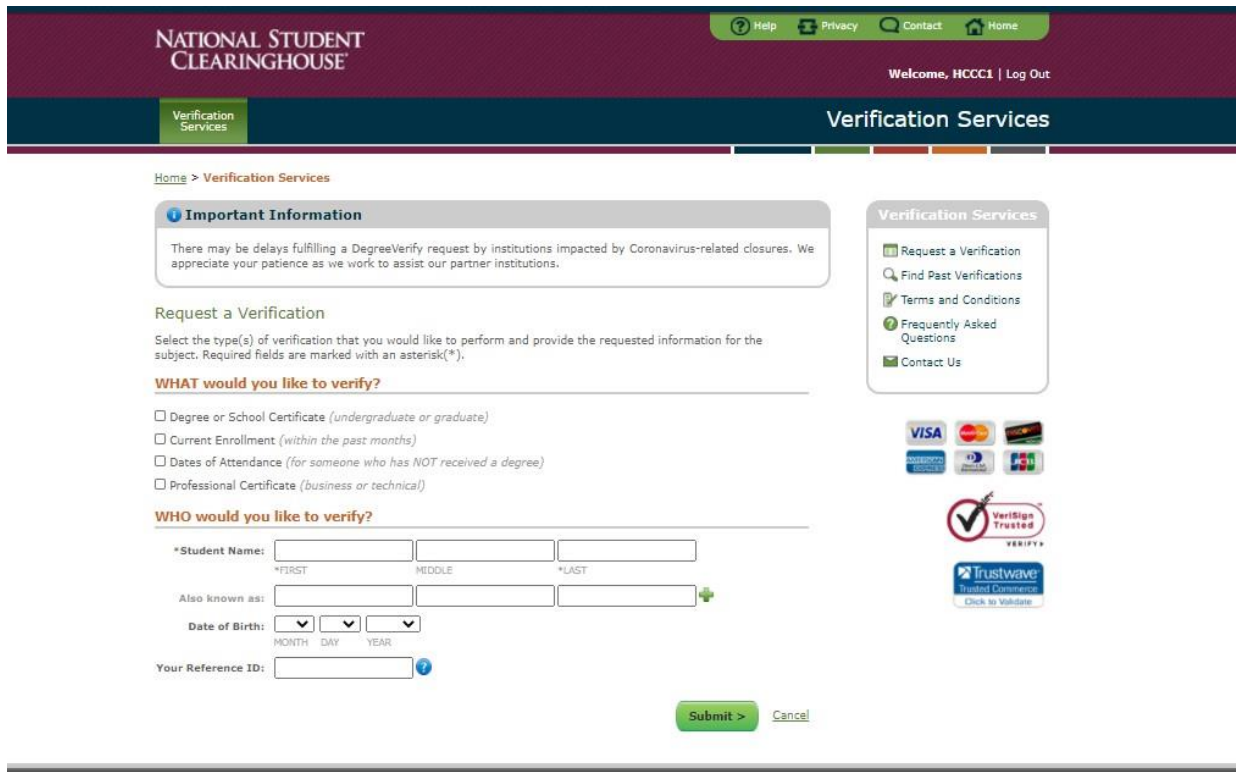
Step 3: Select three different challenge questions and provide the answers. Note: The challenge questions will be used to help you retrieve your Web user name or to reset your password.

1.	<input type="text" value="What is the name of your favorite childhood teacher?"/>	<input type="text"/>
2.	<input type="text" value="What was the make and model of your first car?"/>	<input type="text"/>
3.	<input type="text" value="What is the country of your ultimate dream vacation?"/>	<input type="text"/>

Then you need to enter the Username and new password you have created:



After you log in, then you can start requesting your verification letter.



If the student has any issues, they need to contact CLEARINGHOUSE Customer Service for assistance.