

Directions for generating a Transcript of Records

We recommend to download the following two documents (siehe 5.):

1. Academic Record (all assessments):

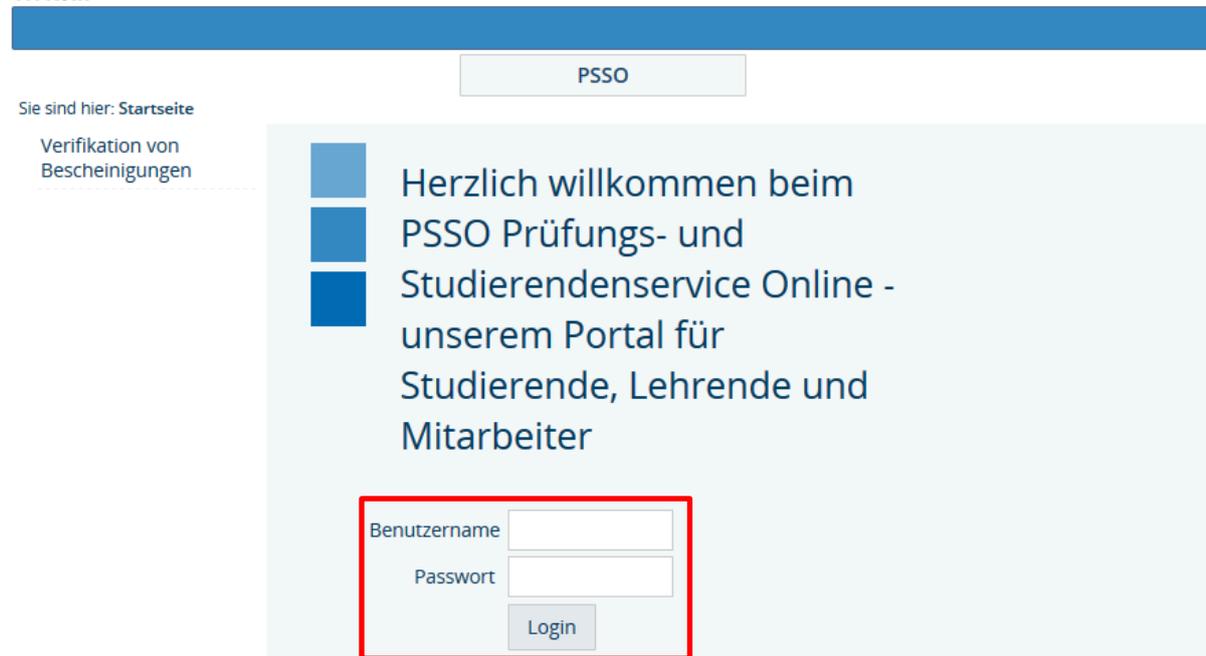
Shows all passed and failed academic achievements. Registrations for a course or examination will not be listed in this document.

2. Academic Record – Courses from other programs:

Shows all academic achievements not connected to the study program you are enrolled in (for example language courses). This will also include failed achievements.

IMPORTANT: To generate an English version of this transcript of records please change the language to **English** the English documents displayed under the German version of PSSO are not equivalent.

1. Log into PSSO via <https://pss0.th-koeln.de> with your CampusID and matching password. If necessary switch the language to English on the top right corner.



PSSO

Sie sind hier: Startseite

Verifikation von Bescheinigungen

Herzlich willkommen beim
PSSO Prüfungs- und
Studierendenservice Online -
unserem Portal für
Studierende, Lehrende und
Mitarbeiter

Benutzername

Passwort

Login

2. Select "Administration of Exams"

Technology
Arts Sciences
TH Köln

Home | Logout | Mr. Max Mustermann | You are logged in as: 11111111 | acting as: Student |

You are here: Home

- General administration
- Administration of exams**
- EPPSG access code

My Functions

PSSO

My Functions

3. Select "Academic Records"

You are here: [Home](#) → [Administration of exams](#)

- General administration
- Administration of exams**
- EPPSG access code

Administration of exams

- [Exam \(de-\)registration](#)
- [Exam information](#)
- [Info on Exams](#)
- [Academic records](#)**

4. Select "Degree XXX". Now another subitem with the name of the study program you are enrolled in here at TH Köln should show up. Please click on the information icon to continue.

Academic records

Please choose:

- [Degree BA Bachelor's degree](#)**
- [Musterstudiengang \(PO-Version X\)](#) ⓘ

5. You can select between different options of Academic Records/Transcripts of Records. To open the Transcript of Records please click the PDF icon. We recommend the marked Records.

Academic records

- PDF overview: Academic Record (all assessments) 
- PDF overview: Academic Record passed assessments only (not for submission to other universities) 
- PDF overview: Academic Record - Courses from other programs 
- PDF overview: Academic Record (for submission to other universities) 
- PDF overview: Transcript of Records (englisch) 
- PDF overview: Transcript of Records - Courses from other Programs (englisch) 