



Transcripts & Email Tips

To Find Your COCC Student ID Number

- Go to Central Oregon Community College's website: www.cocc.edu
- Along the bar at the right-hand top of the page (below the search site button), CLICK <<Student Login>> button
- CLICK on the **Bobcat Web Account** link. This will bring up a user login page.
- At the top of the page, CLICK the link <<Lookup your student ID>>. A "Lookup COCC Student ID" window will open.
- ENTER your <<Last Name>> and your <<Social Security Number>> and CLICK <<Submit>>.
- Your student ID Number beginning with 820***** will appear.

To Access Your COCC Transcript & Check Grades

- CLICK on the **Bobcat Web Account** link. This will bring up a user login page.
- Your <<User ID>> is your COCC student ID number beginning with 820*****.
- Your <<Pin Number>> is initially set to your birth date (MMDDYY). **You will want to select a new pin number and security question after you login.
- Next CLICK on **Student Services and Financial Aid**.
- To view your grades and transcripts, CLICK on **Student Records**.
- From here you can: Print an unofficial transcript, Request an official transcript, Check final term grades

To Access Your COCC Email Account

- To look up your COCC email address, log on to **Bobcat Web Account**
- CLICK on <<Personal Information>>
- Then CLICK on <<View Email Addresses>>
- Your COCC email address will be listed _____@cocc.edu.
- Next Return to Central Oregon Community College's homepage: www.cocc.edu
- Along the bar at the top of the page (under the search site button), CLICK <<Student Login>> button
- CLICK on **Web Email**.
- This will bring up COCC's Web Email Services login page.
- ENTER your <<Email Log in>> and <<Initial Password>>. Your email LOG IN is your 82* student ID# followed by @cocc.edu. Your initial password is first initial, last initial and birthdate in six characters. Example: MH091577
- CLICK <<Log on>>.
- Your email is now ready to go!