Reverse Transcript Data – Changing Your Answer

Here’s how to change your answer to the Reverse Transfer question via OnePort:

Log into OnePort, in the list of QuickLaunch links on the left side, in the section of ‘Student Records’, Click on “Student Records Main Menu”

If necessary, click on the tab labeled ‘Student’.

Click on the Reverse Transfer (RT) Program link.
This page will display the answer you have already selected. If you want to change your answer, click on the radio button next to your new answer.

Click Submit

If you answer “No, I do not wish to participate”, you will need to complete one additional page.

Click Submit