

How do I view my Banner Human Resources (HR) training transcript?

Tell Me

There are two ways to view your HR training transcript from Banner Self Service - either through My UNC Charlotte or from the Banner Self Service direct login

1. Using **My UNCC**:
 - a. Log into [My UNC Charlotte](#) with your NinerNET credentials
 - b. Click on the desired **Employee** tab
 - c. Click on the link for **Self Service Main Menu**
 - d. Select the **Employee** tab at the top
 - e. Select the link for **Human Resources Training Courses completed**



Note

Banner stores course transcripts prior to January 1, 2016. If you complete a course after **January 1, 2016** the transcript will be in the HR registration system, not Banner. Please [visit this link](#) to login and view your transcript.

Related FAQs

- [How do I view or edit my personal \(non-uncc\) address or phone number in Banner?](#)
- [What is Banner Self Service and how do I login?](#)
- [How do I view my transcript?](#)
- [How do I view my Banner Human Resources \(HR\) training transcript?](#)
- [How do I register for classes?](#)