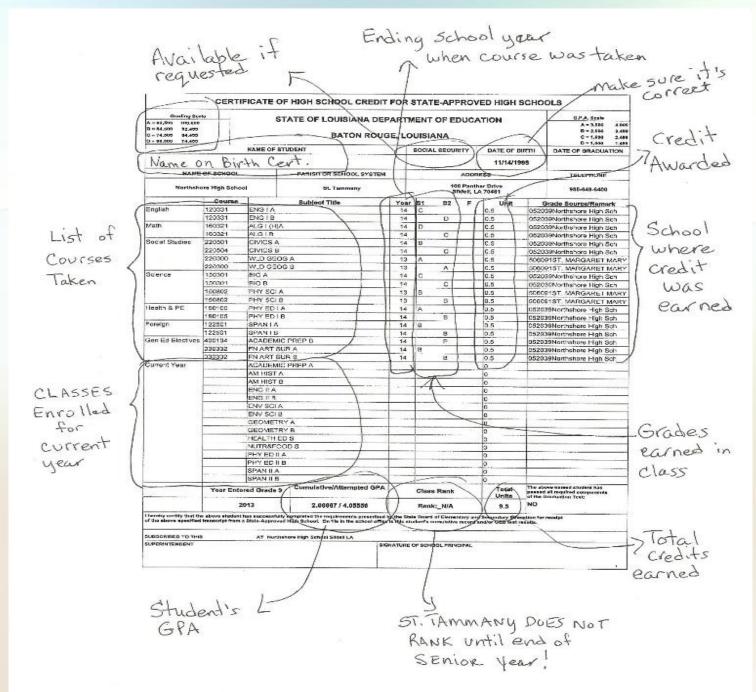
## UNDERSTANDING HOW TO READ **TRANSCRIPTS** AND CREATING TOPS TRACKER AND **CONNECTING TO jPams HOME**

## UNDERSTANDING WHAT'S ON THE TRANSCRIPT



## CREATING TOPS TRACKER

- We strongly encourage students to create a LOSFA Student Hub Account in order to track their progress in earning a TOPS award.
- To create your account, go to <a href="www.osfa.la.gov">www.osfa.la.gov</a> and click on "student hub" in the menu across the top of the LOSFA homepage and follow the instructions.
- The "TOPS TRACKER" within the LOFSA Student Hub will allow you to follow your progress towards earning a TOPS award. Students and parents should check their information to make sure it is correct.
- Be aware that TOPS awards are based on TOPS CORE GPA and not overall GPA. The GPA is not rounded up or down.
- For guidance on how to correct TOPS errors, check with your counselor for corrected grades or email them to update test scores at: custserv@la.gov
- You will need to use your State ID (SASID) Number.

## **How to connect to jPams Home:**

- 1. Go to Northshore Website
- 2. Under links section, click on Student Progress Center
- 3. Put in your account information (set up new account using your child's PSN number)
- 4. Click on each class to view the individual assignments
- 5. You can also view Attendance, Discipline, Grades, Lessons, Standardized Test Scores (if available)

OR

https://jpams.stpsb.org/jpweb

Remember, if you ever have any questions, please email the teacher to receive clarification.