Walt Disney Participants
After you have received your account-created confirmation email from ACE, please complete the following directions:

1. Access the ACE CREDIT Registry and Transcript System homepage https://www2.acenet.edu/credit/?fuseaction=transcripts.main

2. Select the "Create an Account" button.

3. Enter your last name and your student identification number (SID) issued by Walt Disney.

4. Select the "Next" button.

5. View, confirm, and/or update your information.

6. Create a user name, password, and security question.

7. Read, print, and/or close the "Terms of Use" by selecting the "Terms of Use" hyperlink, and then mark the box in your profile indicating you have read and agree with the Terms.

8. Complete the "Image Verification" by typing the letters and/or numbers from the image in the box underneath it.

9. Select the "Complete Registration" button to access your account or select the "Cancel" button to stop your registration.

10. Select the "Order Transcript" tab and follow the prompts to request a transcript.

Congratulations on accessing your account and requesting a transcript! You can use your user name and password to log onto the ACE CREDIT Registry and Transcript System site at any time to review your account. We will send confirmation emails to you whenever a course is added to your account.

Special Note: If upon logging into your account you do not see all of the courses or exams that you have completed, please contact your organization.

http://www.acenet.edu/AM/Template.cfm?Section=CCRS&TEMPLATE=/CM/HTMLDisplay.cfm&CONTENTID=39794#WALT

THINGS TO REMEMBER:

1. ACE registration fee is $40 which includes one transcript. Each additional transcript is $15.

2. Grades are typically available two weeks after the end of the term. Please allow this time for processing.

3. If you encounter problems with the web site, please contact the American Council on Education at 202-939-9300.

4. If the system indicates “No Match Found,” check to be sure you input your Social Security Number and last name in the spaces correctly (there are no dashes in the SSN)

5. If you have verified that you input your information correctly but are still receiving “No Match Found” statement, please contact the Disney College Program Education Office at 407-827-1244 or wde.disney.education.ops@disney.com.