

## Accessing module marks in Liverpool Life

In order to use [Liverpool Life](#) you must have already [activated your University Computer Services account](#) (username@liverpool.ac.uk)

You will also require your nine-digit University Student ID, which is not your Laureate Student ID number that begins with H000. This will have been provided to you at the time of registration, and you should also have received a recent reminder.

Enter your **University Student ID number** and **PIN** then click **'SIGN IN'**.

If you don't have a PIN then click **'Set your PIN for the first time'**.

**UNIVERSITY OF LIVERPOOL** LIVERPOOL LIFE

**Liverpool Life unavailable this weekend**  
Liverpool Life will be unavailable from 5pm Friday 18 December to midday on Monday 21 December 2020.  
See [CSD News Item](#) for full details and updates.

### Welcome to Liverpool Life

*Welcome to Liverpool Life, the University of Liverpool's portal for current students and applicants.*

Features include:

#### Current Students

- Notifications about study settings and self-isolation
- Online Registration
- Modules Information
- Tutor and Supervisor Listings
- Transcript (Unofficial)
- Fees and Funding
- PCR Toolbox
- Facility to request official documentation

#### Applicants

- Track the progress of application for study
- Update CAS information
- Apply for accommodation
- [Set your PIN for the first time](#)

#### Forgotten your PIN?

- [Reset your PIN](#)
- If you are having problems with your PIN contact: [studentslivlife@liv.ac.uk](mailto:studentslivlife@liv.ac.uk)

**Sign In**  
Student ID Number:  
  
(Your Student ID will be a nine digit number, e.g. 201234567)  
PIN:  
  
[Forgot PIN?](#)  
**SIGN IN**  
NOTE: If you wish to bookmark access to Liverpool Life, please do so after login.

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If requesting a PIN then enter your **University Student ID number** and click **'Send me an e-mail'**. You will be sent an email, with a unique link, to enable you to set your PIN for the first time.

 You can set a new PIN through our secure self-service web page.

To request an e-mail with a personalised link to the webpage:

- (1) Enter your Liverpool University student number in the box below.
- (2) Click on the "Send me an e-mail" button.

Note: the e-mail will be sent to your Liverpool University e-mail address (@liverpool.ac.uk) if you have one, otherwise to the most recent personal e-mail address you provided to the University.

In busy periods it may take a full day for your new pin to be activated. Please do not request another PIN reset email from this page within that time as it will increase demand on the system and may lead to further delays.

My Liverpool University Student Number:

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RELEASE: 8.7.2

Click **'Academic'** in the menu bar on the left-hand side of the page.

Navigate to the **'Transcript'** portal and press **'Click Here'**.

The screenshot shows the University of Liverpool Academic portal. The left-hand side features a dark blue navigation menu with the following items: Home, Academic (highlighted), Help, and Library. The main content area is titled 'Academic' and includes a breadcrumb trail: Home Community / Academic. It is divided into three columns:


- Academic Advisors:** A box containing the text 'No Supervisors/Tutors listed'.
- Transcript:** A box containing the text: 'To view and print an unofficial copy of your transcript please use the link below:' followed by a yellow 'Click Here' button. Below this, it states: 'Details about ordering an official copy of your transcript are available on the University's website at <http://www.liv.ac.uk/graduation/official-documentation>'.
- Attendance on CE Courses:** A box featuring the HEAR logo (HE in purple, AR in black). Below the logo, it states: 'Students who attend CE courses on a **not for credit basis** and who want the attendance to be recorded on their e-portfolio must attend a minimum of 70% of the total course hours.' It then says: 'Students are responsible for obtaining verification of attendance. You should:' followed by a bulleted list:
  - Download the Student Verification Letter: [http://www.liv.ac.uk/media/livacuk/continuing-education/UOL\\_Attendance\\_Verification\\_Form\\_2015-16.docx](http://www.liv.ac.uk/media/livacuk/continuing-education/UOL_Attendance_Verification_Form_2015-16.docx)
  - At the end of the course, get the letter signed by the course lecturer (who will check the register to verify the required number of hours).
  - Submit this to the CE office within 2 weeks of the last course meeting.
  - CE will record the attendance on the student's record in BANNER. It will then appear in the e-portfolio from which you have the option to add it to section 6.2 of the HEAR.It concludes with: 'Students who submit work for assessment, but who do not meet the required standard, may still have their attendance recorded using the above procedure.'

At the bottom left of the page, the URL [https://wtspi.liverpool.ac.uk/pls/banu/bwskotrn.P\\_ViewTermTran](https://wtspi.liverpool.ac.uk/pls/banu/bwskotrn.P_ViewTermTran) is visible.

Select **'Postgraduate (Taught)'** from the **'Transcript Level'** drop-down list and click **'Submit'**.




### Display Transcript - Select Level and Type

 Select the transcript level and transcript type, then click Display Transcript.

Transcript Level:

Transcript Type:

The latest marks are displayed against each academic session but any previous (fail) attempts will not be show.


UNIVERSITY OF LIVERPOOL

**Student Type:** First Year

Subject	Course	Campus	Title	Grade	Credit
KMGT	710	Laureate Online Education	Strategic Management	66	15.000

Attempt Credit

Passed Credit

Earned Credit

**Current Term:**

**Cumulative:**

Unofficial Transcript

Term: Session 2018-19

**Faculty:** Fac of Humanities & Social Sci

**Major:** Management

**Student Type:** Second Year

Subject	Course	Campus	Title	Grade	Credit
KMGT	633	Laureate Online Education	Business Leadership	66	15.000
KMGT	674	Laureate Online Education	Innovation and Entrepreneurship	62	15.000
KMGT	712	Laureate Online Education	Managing Financial Resources	65	15.000
KMGT	713	Laureate Online Education	Oil and Gas Management	69	15.000
KMGT	716	Laureate Online Education	Management of Energy	72	15.000

Attempt Credit

Passed Credit

Earned Credit

**Current Term:**

**Cumulative:**

Unofficial Transcript

Term: Session 2019-20

**Faculty:** Fac of Humanities & Social Sci

**Major:** Management

**Student Type:** Third Year

Subject	Course	Campus	Title	Grade	Credit
KMGT	672	Laureate Online Education	Research Methods	65	15.000
KMGT	706	Laureate Online Education	International Business	68	15.000

Attempt Credit

Passed Credit

Earned Credit

**Current Term:**

**Cumulative:**

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