IVY Tech Dual Credit Transfer Questions

✓ I took dual credit courses with Ivy Tech in high school and will be attending Ivy Tech. What would I need to do for those credits to be on my coursework?

You don't need to do anything to "transfer" those credits to your college coursework. These will already be present on your record.

✓ I took dual credit courses with Ivy Tech, how do I get my credits transferred to my college?

If a student wishes to transfer the credits taken through the Ivy Tech dual credit program to another college, the student should request an official transcript to be sent from Ivy Tech to the college.

Official Transcripts
Current students can request their transcript through **MyIvy**. If you no longer have access to MyIvy, visit **www.ivytech.edu/transcripts** to request your transcript. If all of your Ivy Tech course work was taken Fall 1990 or later you may use the online request form. If any of your Ivy Tech course work was taken prior to Fall 1990, you will find a link to a request form that may be mailed, faxed or dropped off at your local campus Registrar's Office.

You can also obtain a request form at your local campus Registrar's Office.

You will not be able to receive a transcript if you have an outstanding balance.

You can pay for transcripts using these **payment methods**. The cost of the transcript is $5.00.

Once you have submitted your request, you can track your order by returning to the transcript request page and entering your Transcript Order # and E-mail Address used to place the order. Additionally, as you are completing the request for your transcript, you can opt to receive updates via text message concerning your transcript order.

If you are awaiting final grades or a degree to post:
Please verify on MyIvy that your grades and/or degree have been posted to your unofficial transcript there **BEFORE** requesting an official transcript.

C#_____

Ivy Tech Email _____

Need help with your Ivy Tech student ID or email? Contact your Gibson County College Connection coach at Hpeck1@ivytech.edu