



The message below is a joint statement in partnership with College of DuPage and District 203 Dual Credit Courses/Instructors & Counseling Departments.

As students complete a dual credit course through our partnership with College of DuPage (COD), we want to remind you of the steps needed to transfer these college credits to the postsecondary institution the student plans to attend. Taking action now will help ensure the credits students earn can be applied toward their future college degree.

How to Transfer Credits from the College of DuPage

Credits earned through dual credit are recorded on an official COD transcript. To transfer those credits, follow these steps:

1. Request an Official COD Transcript:

Students must request an official transcript to be sent directly to the college or university they will attend. This can be done through the [COD Transcript Request](#) page.

2. Verify Credit Transfer with the Receiving Institution:

Contact the admissions or registrar's office at the college the student will attend to confirm their process for accepting dual credit. Be prepared to share the COD course title and number.

3. Use Online Transfer Tools:

Websites such as [Transferology](#) can help students see how COD courses may transfer to other institutions.

4. Keep Course Documentation:

Save syllabi, assignments, or assessments from the dual credit course in case the receiving college requests more information to evaluate the credit.

Please Note:

While College of DuPage is a regionally accredited institution and its courses commonly transfer, the final decision to accept credit lies with the receiving institution.

We encourage students to complete the transcript request process promptly and to contact the college or university's registrar's office for any questions. For additional support, feel free to contact COD by emailing transcripts@cod.edu.