

Transcript Request Information for Dual Enrollment Students

In order for your college to see the credits you took through Bergen Community College, you must request a transcript from Bergen Community. As grades from High Schools may be reported to the College by the end of the school year, the best time to request transcripts is after grades are posted on the student's College academics records. We recommend students wait till **mid-July** to request transcripts from Bergen Community College. Below is where you can request a transcript.

If you have completed your Dual Enrollment courses and your grade(s) have been posted please order your transcripts at www.getmytranscript.com

If you encounter any issues requesting your transcript please contact the Registration Department (One Stop) in room A129 or email transcripts@bergen.edu

For information please contact [Catherine Malone](#) at 201-612-5568