



IGETC Certification Request Assistance

To request IGETC certification, you need to make sure you have completed all the requirements and mark the request IGETC certification box (under “Recipients”).

Once you indicate the recipient, then the options for attachments and Certifications come up. The choice will not come up for Electronic transcripts, only for mailed or PDF, so you may need to enter the recipient manually instead of selecting a recipient from the table.

For additional assistance with ordering transcripts, you may email the graduation office at occtranscripts@occ.cccd.edu.



ATTENTION: Certifications cannot be sent with an electronic transcript, only a hard copy or PDF. If a certification is needed, you will need to choose the Enter Recipient Manually option.

Please choose a type of recipient

- Search our Recipient Table
Choose this option to search recipients that are already set up in our system.
This is the only way to find colleges or universities who receive transcripts electronically.
- Myself
- Select an Application Service
Choose this option for Application Services such as AMCAS, LSAC, PHARMCAS, etc.
- Direct Access Code Lookup
Choose this option if you were provided with a "Direct Access Code" by your recipient.
- Enter Recipient Manually

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