

Your School Name Here

Transcript Key

ACCREDITATION: We are accredited by the Association of Schools and Colleges. In addition, many of the colleges and academic departments are fully accredited by their individual accrediting agencies. Refer to the school catalog for further details.

GRADING SYSTEM: We are on a 4 point grading system. The following grade notations are used in calculating the Grade Point Average (GPA).

Grade	Description	Grade Points Per Unit
A	Superior	4.0
A-	Superior	3.7
B+	Above Average	3.3
B	Above Average	3.0
B-	Above Average	2.7
C+	Average	2.3
C	Average	2.0
C-	Average	1.7
D+	Below Average	1.3
D	Below Average	1.0
D-	Below Average	0.7
F	Fail	0.0
UW	Unofficial Withdrawal	

Any Transferred Graduate Coursework with a grade below "C" is unacceptable and the student must repeat the course until an acceptable grade is achieved.

Symbols Appearing in the Grade Column in Current Use:

CG = Change of Grade	IR = Incomplete Removed
RC = Repeated Class	IC = Incomplete Changed S
S = Substitution	BP = By Petition
PM = Postgraduate credit toward Master	
PC = Postgraduate credit toward credential	
TC = Transfer Credit	AO = Audit only
Student is in good standing unless otherwise indicated	

SYMBOLS APPEARING IN THE GRADE COLUMN NO LONGER IN USE

P = PASS	WP = Withdrawl Pending
E = Failure	WF = Withdrawl Failing

NOTE: Only letter grades (Athrough F) and UW (Unofficial Withdrawal/Failure) are used in computing GPA. ND (Non Degree), RP (Repeat Class), AR (Academic Renewal), are not used in computing GPA.

COURSE NUMBERING SYSTEM

COURSES NUMBERED	TYPE OF CLASS
001-099	Remedial or Prep Course
100-199	Freshman Courses
200-299	Sophomore Courses
300-399	Junior Courses
400-499	Senior Courses
500-599	Master Courses
600-699	Advanced Master Courses

GENERAL EDUCATION DESIGNATIONS

FL	Foreign Language Area
HU	Humanities Area
NS	Natural Sciences Area
LS	Life Sciences Area
PS	Physical Sciences Area
SS	Social Sciences Area
PD	Personal Development Area
SB	Senate Bill
HF	Humanities Foreign Language Area
HL	Humanities Literature Area
MH	Math Competency Area
EN	English Area
HE	Health

RP	Repeat Class
AR	Academic Renewal
BD	Non-Degree
RM	Remedial and Non-Credit

DEPARTMENT HONORS CREDIT

Courses for which honors credit is earned are identified on the permanent record by an "H" following the course number. There are two honors designations in the Honors Program: School Honors and Departmental Honors

SCHOLASTIC HONORS

CUM LAUDE	GPA 3.50 through 3.60
MAGNA CUM LAUDE	GPA 3.61 through 3.89
SUMMA CUM LAUDE	GPA 3.90 and Above

The student Transcript of Coursework from the school is Official when it bears the Embossed Seal of the Registrar.

Pursuant to the Family Educational Rights and Privacy Act of 1974 student information will not be disclosed to any party as provided under state law without the prior written consent of the student.