

North Dakota State University
Office of Registration & Records
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Transcript Guide

Accreditation

NDSU is accredited by the Higher Learning Commission, 230 South LaSalle St, Suite 7-500, Chicago, IL 60604-1411.

Release of Information

This document was issued by NDSU in accordance with FERPA 20 USC 1232(g) et al. All recipients including third parties are expected to use and safeguard this document along with its contents as stipulated under FERPA and other applicable federal and state privacy laws.

Academic Calendar

Effective August 1992, the academic calendar for North Dakota State University (NDSU) converted from the quarter system to the semester system.

Grading and Honor Points

<u>Grade</u>	<u>Description</u>	<u>Honor Points</u>	<u>Grade</u>	<u>Description</u>	<u>Honor Points</u>
A	Excellent	4.00	P	Pass	-
B	Good	3.00	S	Satisfactory	-
C	Average	2.00	U	Unsatisfactory	-
D	Passing	1.00	NC	No credit	-
F	Failure	0.00	NR	Not reported	-
I	Incomplete	-	WF	Withdrew Failing	-
AU	Audit	-	WP	Withdrew Passing	-
WAU	Audit Withdrawal	-	W	Withdrew	-

- Not calculated in grade point average

Grade Point Average

NDSU's GPA is calculated by dividing the total number of honor points earned at NDSU by the total number of credit hours in which honor points were recorded.

Metro College Alliance

Metro College Alliance is a consortium comprised of NDSU, Minnesota State University Moorhead, Concordia College, Minnesota State Community and Technical College, and North Dakota State College of Science. Grades and credits are calculated in the home institution's cumulative totals. Courses taken by NDSU students via Metro College Alliance are marked with a *M (Minnesota State University Moorhead), *C (Concordia College), *TC (Minnesota State Community and Technical College), or *SC (North Dakota State College of Science).

Repeated Courses

The transcript reflects all attempts of repeated courses. For degree completion, only the most recent attempt is used. For NDSU repeats, the most recent attempt is marked "Repeat Included," and earlier attempts are "Repeat Excluded," with GPA and credit adjustments. If the most recent attempt is from another institution, its name and credits are listed, but the grade is excluded from the NDSU GPA, and prior NDSU attempts are "Repeat Excluded." Typically, if last term of attendance was prior to Fall 2002, historical records include: Parentheses () around credits excluded from GPA calculations, except for F grades; Asterisks (*) to reference grading footnotes; 'Z' indicators to note repeated courses, excluded from GPA calculations.

Authenticity of Transcript

Transcripts are official when printed on green security paper bearing the signature of the University Registrar. Transcripts issued to students have "Issued to Student" stamped on each page. When photocopied, the word "VOID" appears across the face of this document.

Academic Record by Career Level

Prior to Fall 2002: Undergraduate, Graduate and Continuing Education coursework and credits are included on one comprehensive record,

Fall 2002-Summer 2005: Credits and coursework are posted on Undergraduate or Graduate records, based on career level.

Beginning Fall 2005: Credits and coursework are posted on Undergraduate, Graduate or Continuing Education records, based on career level.

Beginning Fall 2007: Credits and coursework are posted on Undergraduate, Graduate, Professional, and Continuing Education records, based on career level.

Course Numbering System

<u>Prior to Fall 1992</u>	<u>As of Fall 1992</u>	<u>Explanation</u>
NA	000-099	Developmental; non-degree eligible
100-199	100-199*	Freshman-level courses
200-299	200-299	Sophomore-level courses
300-399	300-399	Junior-level courses
400-499**	400-499	Senior-level courses
	500-599	Post-baccalaureate professional courses
519	600	Continuing education, professional development courses; do not count toward a degree
	601-699	Graduate courses taught concurrently in the same classroom with advanced undergraduates at the 400-level
500-599	700-899	Graduate courses
<u>As of Summer 2017,</u>	2000	Continuing education, professional development courses; do not count toward a degree

*Select 10x courses do not satisfy graduation requirements.

**Select graduate courses were dual-listed with senior-level courses.

Undergraduate and Professional Student Academic Standing

To be eligible to register continuously without conditions, an undergraduate student must maintain good academic standing, which is defined as a minimum cumulative institutional grade point average of 2.00 (4.00 scale).

Dean's List recognition is given to undergraduate and professional students with a minimum of 12 graded credits who earned a term GPA of at least 3.50.

Academic suspension is issued when a student enters the semester on either academic alert or continued alert and earns both a semester GPA and a cumulative GPA below 2.00. Academic suspension is served for two grading periods and is noted on the academic record.

Graduation Honors

Graduation honors are bestowed upon baccalaureate degree candidates who have earned a minimum of 60 credits in residence at NDSU and is based on cumulative NDSU GPA: Cum Laude (3.50-3.69); Magna Cum Laude (3.70-3.89); Summa Cum Laude (3.90-4.00).

Undergraduate Transfer Credit

The name of transfer institutions and total credits accepted by NDSU appear on the official transcript. Transfer credits are converted to semester credits. Transfer work is not recorded, nor computed, in the cumulative GPA. *NDSU does not issue copies of transcripts from other institutions.*