



# ACADEMIC TRANSCRIPT INFORMATION

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**NOTE:** *The information that follows represents current University policies. Questions regarding historical University policies and/or transcript notations should be addressed to the Office of the Registrar. This document contains a number of security features. Further information or authentication can be obtained by calling the Office of the Registrar (213) 740-9230.*

## **COURSE CREDIT/UNIT VALUE**

A semester unit is a credit of one hour per week for one semester (15 weeks in length).

## **COURSE NUMBERING AND CLASSIFICATION**

The first digit of the course indicates the year level of the course: 000-preparatory courses; 100-first undergraduate year; 200-second undergraduate year; 300-third and fourth undergraduate years without graduate credit; 400-third and fourth undergraduate year with graduate credit for graduate students; 500-first graduate year; 600-second graduate year; and 700-third graduate year.

## **GRADING SYSTEM**

The following grades are used: A, excellent; B, good; C, fair in undergraduate courses and minimum passing in courses for graduate credit; D, minimum passing in undergraduate courses; and F, failed. Additional grades include CR, credit; NC, no credit; P, pass; and NP, no pass.

The following marks are also used: W, withdrawn; IP, in progress; UW, unofficial withdrawal; MG, missing grade; IN, incomplete; and IX, lapsed incomplete.

## **GRADE POINT AVERAGE (GPA) CATEGORIES/CLASS LEVEL**

A system of grade points is used to determine a student's grade point average. Grade points are assigned to grades as follows for each unit in the credit value of a course: A, 4.0 points; A-, 3.7 points; B+, 3.3 points; B, 3.0 points; B-, 2.7 points; C+, 2.3 points; C, 2.0 points; C-, 1.7 points; D+, 1.3 points; D, 1.0 point; D-, 0.7 points; F, 0 points; UW, 0 points; and IX, 0 points. Marks of CR, NC, P, NP, W, IP, MG and IN do not affect a student's grade point average.

There are four categories of class level and GPA: Undergraduate, Graduate, Law, and Other. UNDERGRADUATE is comprised of freshman (less than 32 units earned), Sophomore (32 to 63.9 units earned), Junior (64 to 95.9 units earned) and Senior (at least 96 units earned). GRADUATE is comprised of any coursework attempted while pursuing a master's and/or doctoral degree. LAW is comprised of any coursework attempted while pursuing a Juris Doctor or Master of Laws degree. OTHER is comprised of any coursework attempted while not admitted to a degree program or coursework not available for degree credit.

## **CLASS RANK**

The University of Southern California does not calculate or support a class rank for its undergraduate students. While most graduate programs do not rank students, requests for graduate student class rankings should be directed to the dean of the particular school in which the graduate degree was earned.

## **STUDENT GOOD STANDING**

A student is considered to be in good academic standing if they are eligible to register for classes. Disciplinary good standing is determined by the Office of Student Judicial Affairs and Community Standards.

## **TRANSFER CREDIT**

Coursework accepted from other institutions is summarized into undergraduate and graduate areas. The summary information includes the number of units and GPA. The transfer institution(s) and dates of attendance do not appear on the USC transcript.

## **GOULD SCHOOL OF LAW GRADING SYSTEMS**

Beginning in Fall 2012, courses are graded numerically from 4.4 to 1.9, with letter-grade equivalents ranging from A+ to F. The grade equivalents are: 4.4 to 4.1 (A+); 4.0 to 3.8 (A); 3.7 to 3.5 (A-); 3.4 to 3.3 (B+); 3.2 to 3.0 (B); 2.9 to 2.7 (B-); 2.6 to 2.5 (C+); 2.4 (C); 2.3 to 2.1 (C-); 2.0 (D); and 1.9 (F).

From Fall 2001 through Spring 2012, courses were graded numerically from 4.4 to 1.9, with letter-grade equivalents ranging from A+ to F. The grade equivalents were: 4.4 to 4.1 (A+); 4.0 to 3.8 (A); 3.7 to 3.5 (A-); 3.4 to 3.3 (B+); 3.2 to 3.0 (B); 2.9 to 2.7 (B-); 2.6 to 2.5 (C+); 2.4 (C); 2.3 to 2.0 (D); and 1.9 (F).

Prior to Fall 2001, the grading system consisted of numbers in a range from 90 to 65. A grade of 90 was equivalent to highest honors and was very rare; 89 to 85, high honors; 84 to 80, honors; 79 to 70, satisfactory; 69 to 66, unsatisfactory; and 65, failing.

## **OSTROW SCHOOL OF DENTISTRY GRADING SYSTEM**

Students admitted to the Doctor of Dental Surgery program in Fall 1990 or later and students admitted to the International Student Program in Summer 1991 or later, are bound by the University's grading system (excluding plus/minus grades), which is detailed *above* under the heading "GRADING SYSTEM." Academic records for dentistry students who attended prior to the dates listed above are housed independent of the University's central record system. Contact the Ostrow School of Dentistry directly for this earlier academic record information.

## **KECK SCHOOL OF MEDICINE TRANSCRIPTS**

Transcripts for medical students are housed independent of the University's central records system. Contact the School of Medicine directly for this academic record information.

## **ACCREDITATION**

The University of Southern California is fully accredited by the Western Association of Schools and Colleges. For additional professional accreditation information, please refer to the latest issue of Accredited Institutions of Postsecondary Education published by the American Council on Education on Postsecondary Accreditation (COPA).