

## AUTHENTICITY

The face of this document has a burgundy background with the three college seals. The back of this document contains an artificial watermark – hold at an angle to view. The rose-colored ink printed in the oval “Heat Glance Security Spot” to the right of this text reacts to changes in temperature, and is a special security feature designed to help instantly verify this transcript’s authenticity. When exposed to heat, the ink in the oval spot disappears. When exposed to cold, the ink in the oval spot reappears. If this rose-colored ink is not visible, expose the transcript to cool air. If exposure to cool air does not make the rose-colored ink reappear quickly, the authenticity of this transcript should be questioned and verified with the San Mateo County Community College District. Transcripts are official only when they bear the college seals and the signatures of the designated college officials on each page. A raised seal is not required.



## ACCREDITATION

San Mateo County Community College District (SMCCCD) is comprised of three public two-year community colleges: Cañada College, College of San Mateo, and Skyline College. All three colleges are fully accredited by the Western Association of Schools and Colleges.

## ACADEMIC CALENDAR

San Mateo County Community College District is on a semester calendar. One unit of credit typically represents one hour of lecture or three hours of laboratory.

## COURSE NUMBERING

San Mateo County Community College District adopted a new course numbering system in Fall 1979.

## ACADEMIC SYMBOLS AND DEFINITIONS

Grade Symbol	Description	Grade Points Per Unit
A	Excellent	4.0
A-	Excellent	3.7
B+	Good	3.3
B	Good	3.0
B-	Good	2.7
C+	Satisfactory	2.3
C	Satisfactory	2.0
D+	Passing, less than satisfactory	1.3
D	Passing, less than satisfactory	1.0
D-	Passing, less than satisfactory	0.7
F	Failing	0
*I	Incomplete	0
*CR	Credit – equivalent to C grade or higher	0
*P	Pass – equivalent to C grade or higher	0
*NC	No Credit	0
*NP	No Pass	0
*W	Withdrawal	0
*MW	Military withdrawal	0
*RD	Grade report delayed	0
*IP	In Progress	0

\*Not included in the computation of the grade point average

Symbols of + (plus) or – (minus) do not affect grade points in this District prior to Fall 2013 semester. Effective Fall 2013 term, they do affect grade points.

The symbol, #, identifies non-degree applicable courses effective Spring 2008 term. Prior to Spring 2008 refer to college catalog to identify courses that are non-degree applicable.

## GRADE POINT AVERAGE (GPA) KEY

- Total Institution: Includes SMCCCD degree-applicable course grades only.
- Total Transfer: Includes degree-applicable course earned units accepted from other institutions.
- Overall Earned Units combines Total Institution Earned Units and Total Transfer Earned Units.
- Overall GPA Units, Overall Points and Overall GPA reflect SMCCCD degree-applicable course grades only with the exception of non-degree applicable courses taken before Spring 2008.

A GPA is listed for each term; cumulative totals are at the end of the transcript. EUnits represent the total units earned for degree and non-degree applicable courses for a term. The GPA is determined by dividing the total number of grade points (see Pts.) by the total number of GPA Units. An E in the right column indicates the course is excluded from the GPA and Pts. totals.

## HONORS

Honors are granted upon completion of the Associate in Arts and Associate in Science degrees. The level of honors granted is determined by the grade point average earned in all lower division degree-applicable college work attempted according to the following scale:

- Cum laude 3.30 – 3.49
- Magna cum laude 3.50 – 3.99
- Summa cum laude 4.0

## FAMILY EDUCATION RIGHTS AND PRIVACY ACT

This information has been released in accordance with the Family Education Rights and Privacy Act of 1974 as amended in subsequent years. Student information cannot be released to another party without the written consent of the student.