

TRANSCRIPT GUIDE

ACCREDITATION

CSU, Dominguez Hills is accredited by the Accrediting Commission for Senior Colleges and Universities of the Western Association of Schools and Colleges (WASC) and other agencies in special fields.

NAME OF INSTITUTION

1966-1967 College State California at Palos Verdes
 1968-1976 California State College Dominguez Hills
 1977-California State University, Dominguez Hills

CALENDAR

As of fall 1986, CSHDH follows a semester calendar. Each regular semester unit represents one hour of university work per week for approximately fifteen (15) weeks of instruction. Prior to fall 1986, CSUDH followed a quarter calendar with an approximate ten-week session for each fall, winter, and spring term. In addition, the College of Extended and International Education offers State and self-supporting extension, special session, summer session, and winter session courses.

GRADES AND GRADE POINTS

Student performance in each course is reported at the end of each term by one of the following grades (with grade points earned):

Current Symbol*	Obsolete Symbol	Meaning	Grade Points
A		Excellent	4.0
A-			3.7
	AB		3.5
B+			3.3
B		Very Good	3.0
B-			2.7
	BC		2.5
C+			2.3
C		Satisfactory	2.0
C-			1.7
	CD		1.5
D+			1.3
D		Barely Passing	1.0
F		Failure	0.0
WU	U	Withdrawal Unauthorized	
I		Incomplete Unauthorized	
W	WF/WP	Withdrawal	
IC		Incomplete Charged	0.0

The following grades may be used for approved courses only:

AU		Audit (Not counted in grade point Average; no units allowed)
CR	***P	Credit (Not counted in grade point average, but units count for Bachelor's degree)
CR*		Credit in sub-collegiate course (Not counted in grade point average. No Bachelor's or Master's degree credit.)
NC	NP	No Credit (not counted in grade point average, no units allowed)
RP	SP/PR	Report in Progress (credit is deferred until completion of course sequence)
RD		Report delayed. Delay by instructor in submitting final grade. Not included in any GPA calculations.

WITHDRAWAL UNAUTHORIZED (WU)

The symbol "WU" indicates that an enrolled student did not withdraw from the course but failed to complete course requirements. It is used when, in the opinion of the instructor, completed assignments and/or course activities were insufficient to make normal evaluation of academic performance possible. For purposes of grade point average computation, this symbol is equivalent to an "F".

CREDIT/NO CREDIT (CR/NC)

- In accordance with current policies of the Board of Trustees, at the undergraduate level, the CR grade is the equivalent of an A, A-, AB, B+, B, B-, BC, C+ or C. The NC grade is the equivalent of a C-, CD, D+, D, or F.
- CR or CR*/NC grades are not computed in overall or semester grade point averages.

REPORT IN PROGRESS (RP)

The "RP" symbol is used only for approved courses that extend beyond one academic term. The symbol indicates that work in progress has been evaluated as satisfactory to date, but that assignment of a final grade must await the completion of additional course work.

INCOMPLETE CHARGED (IC)

The "IC" symbol is used when a student who has received an authorized incomplete "I" has not completed the required coursework within the allowed time limit. The "IC" replaces the "I" and is counted as a failing grade for grade point average and progress point computation.

REPEAT AND CANCEL POLICY

Only baccalaureate students may use this policy and only on grades of "WU", "F", "D", "D+", "C-" and "IC". Repeat and cancel may be used on a total of sixteen (16) semester units taken and retaken at Dominguez Hills. In computation of grade point averages, the subsequent grade is substituted for the earlier. The previous course grade remains on the record, but is annotated as being discounted from grade point average calculations.

Baccalaureate students may be permitted to repeat an additional twelve (12) semester units for which the repeat grade shall not be canceled, instead, both grades shall be calculated into the student's overall grade-point average.

COURSE NUMBERING SYSTEM

The course numbering system for the University is based upon three-digit numbers* as follows

Quarter	Semester	Description
000-099	001-099	Sub-collegiate courses, not for baccalaureate credit.
100-199	100-199	Lower division courses normally taken in the freshman year.
	200-299	Lower division courses normally taken in the sophomore year.
	300-399	Upper division courses
	400-499	Upper division courses normally taken in the senior year.
	300-399	Upper division or graduate courses.
Quarter	Semester	Description
400-499	500-599	Graduate courses ordinarily limited to graduate students, post baccalaureate students and last semester seniors with prior department approval.
	600	Graduate Continuation Course. For graduate students who have completed all course requirements.

*For BSN and MSN courses offered by the School of Nursing, the first three digits reflect the course numbering system described above.

EXTENSION NUMBERING SYSTEM

Quarter	Semester	Description
	100-499	Same as university course numbering system above.
	500-599	Same as university course numbering system above.

Non-Credit Program	800-999	<u>Continuing Education Units (CEU)</u> The CEU is nationally recognized for relicensure, promotion or career advancement. One CEU equals ten hours of participation in lecture.
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Courses with four-letter prefixes beginning with N indicate noncredit non-gradable courses. Appearance of such courses in transcript confirms student attendance in program.

OPEN UNIVERSITY AND EXTENSION

The maximum number of Open University or Extension credits which may be used toward a bachelor's degree at CSUDH is 24 semester/36 quarter units; and 9 semester/13 quarter units toward a graduate degree. Open University credits may be acceptable for residence credit. Extension credits are not acceptable for units in residence.

TEACHER EDUCATION COURSES

While Teacher Education courses (prefix TED) are upper division undergraduate courses, they are intended exclusively for teacher preparedness training and credentialing. TED courses are not counted in the total number of units required for the bachelor's degree, unless otherwise indicated.

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