



**VIRGINIA RAISED SEAL NOT REQUIRED**

This official university transcript is printed on secured paper and does not require a raised seal.

*Richard A. Sparks, Jr.*  
Richard A. Sparks, Jr.  
University Registrar

## Transcript Key

**Virginia Polytechnic Institute and State University (VPI&SU)**, also known as Virginia Tech, was founded October 1, 1872 as Virginia Agricultural and Mechanical College. In 1896, the name was changed to Virginia Agricultural and Mechanical College and Polytechnic Institute. In 1944, the name was changed to Virginia Polytechnic Institute. The University received its current name in 1970.

**CALENDAR:** Effective Fall 1988, Virginia Polytechnic Institute and State University converted to a semester system. Fall and Spring Terms are approximately 15 weeks in length followed by a one-week period of examinations. Summer terms are optional and are composed of two 6-week sessions. During the 2013-2014 academic year, a four-week winter term was added to the academic calendar.

**COURSE NUMBERING SYSTEM:** The first digit in course numbering designations denotes the year in which the course is ordinarily found in the curriculum outlines. Courses numbered 5000-7999 carry graduate credit as well as some courses numbered 4000-4999. Courses numbered 8000-8999 denote courses taught by the Virginia-Maryland College of Veterinary Medicine. Courses numbered 0100-0999 indicate courses in the two-year Agricultural Technology program.

**COURSE TITLES:** The following abbreviations may be found in some course titles.

IS Independent Study SS Special Study TS Topics Course

Letter Grade <sup>1</sup>	Quality Credits for Each Hour <sup>2</sup>	Grade Symbols Formerly Used
A	4.0	E (Conditioned)
A-	3.7	X (Conditioned) <sup>8</sup>
B+	3.3	G (Deferred Passing)
B	3.0	H (Deferred Failing)
B-	2.7	RF (Resigned Failing)
C+	2.3	
C	2.0	U (Resigned Failing)
C-	1.7	
D+	1.3	
D	1.0	
D-	0.7	
F	0.0	
F (Pass/Fail Option) <sup>3</sup>	0.0	
*I (Incomplete)	0.0	
P (Passing)	0.0	
*X (Continuing Course)	0.0	
*EQ (Equivalent Credit) <sup>4</sup>	0.0	
NG (No Grade) <sup>5</sup>	0.0	
No Grade Assigned <sup>6</sup>	0.0	
*NR (Not Reported)		
RG (Repeated Course - graduate student)		
RP (Repeated Course)		
*WG (withdrawal - graduate student)	0.0	
*AUD (Audit) <sup>7</sup>		
*W (withdrawal)	0.0	
*WP (withdrawal, exception)	0.0	
* Not allowed toward graduation and not computed in GPA		

<sup>1</sup>Effective with Fall Quarter 1979, plus and minus grades were added to the A/F option.

<sup>2</sup>Effective with Fall Quarter 1965, the quality credit system converted from a 3.0 to a 4.0000 system.

<sup>3</sup>Effective with Fall Quarter 1977, an F under the Pass/Fail option is computed in the GPA as an F under the A/F option is computed in the GPA.

<sup>4</sup>In instances where equivalent credit is not shown, the student receives no credit for his/her research, and the credit hours are computed as an F in the student's GPA.

<sup>5</sup>Effective with Second Summer Session 1988, the University began using NG to designate no grade.

<sup>6</sup>When a course is assigned no grade, the credit hours are computed as an F in the student's GPA.

<sup>7</sup>Attendance of audited courses is not verified by the University.

<sup>8</sup>The X grading symbol was used in this sense only from 1950 to 1952.

**HONORS COURSES:** Honors courses are designated by the letter H preceding or following the course number.

**ELIGIBILITY TO ENROLL:** Students are academically eligible to continue enrollment unless otherwise noted.

**TRANSCRIPT VALIDATION:** An official transcript, printed on secure paper, does not require a raised seal, and is valid only when it bears the signature of the University Registrar. Copies issued directly to students will be marked "Transcript Delivered Directly to Student in a Sealed Envelope." The University does not issue 'partial' or 'unofficial' transcripts.

**GRADE POINT AVERAGE (GPA):** The Grade Point Average (GPA) is determined by dividing Virginia Tech Quality Credits by the number of Virginia Tech hours attempted. Please note that Virginia Tech uses a 4.0 grading system.

**ACCREDITATION:** VPI & SU is accredited by the Southern Association of Colleges and Schools (SACS). In addition, many of the colleges and academic departments are fully accredited by their accrediting agencies. Refer to the university catalog for more details.

**SPECIAL NOTES:** Virginia Polytechnic Institute and State University does not issue partial transcripts nor does the University reproduce official or unofficial transcripts of academic work completed at secondary schools or other colleges or universities.

### Special Symbols:

~ Indicates that the course is not allowed toward graduation and is not included in GPA calculations.

< Indicates course work that after an absence of five years is disallowed toward graduation and not included in GPA calculations.

> Indicates course work that after an absence of five years is treated as transfer credit and is not included in GPA calculations.

\* Any grade that is followed by an asterisk is treated as an 'F' in GPA calculations.

^ Non degree credit

***In accordance with the Family Educational Rights and Privacy Act of 1974, as amended, transcripts may not be released to a third party without the written consent of the student.***



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**Office of the University Registrar**  
250 Student Services Building - Mail Code 0134  
Blacksburg, Virginia 24061-0134  
(540) 231-6252  
E-mail: [registrar@vt.edu](mailto:registrar@vt.edu)  
[www.registrar.vt.edu](http://www.registrar.vt.edu)

January 25, 2017

Kim Lyman  
Social & Decision Analytics Lab  
900 N. Glebe Road  
Arlington, VA 22203

Dear Sir or Madam,

The transcript enclosed has been sent at the request of the following student:

Student Name:	Claire E. Kelling
Student ID Number:	905708408
Number of Copies Enclosed:	1

If you have questions or need additional information, please do not hesitate to contact a member of our staff at (540) 231-6252.

Sincerely,

Office of the University Registrar

*Invent the Future*

VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY  
*An equal opportunity, affirmative action institution*

RECORDED AND INDEXED  
MAY 10 1968  
A.M. 10 YRS AGO

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