

SYRACUSE UNIVERSITY, Transcript Office, 109 Steele Hall, Syracuse, New York 13244-1120 (315) 443-2422

OFFICIAL TRANSCRIPTS: Transcripts are prepared by the Registrar's Office in accordance with policies of the American Association of Collegiate Registrars and Admissions Officers. Transcripts show only those credits earned at Syracuse University and those credits transferred from other institutions that are applied to the Syracuse degree program. Official transcripts are imprinted with the seal of the University and the signature of the University Registrar. A raised seal is not required. Without the seal and signature, this document is not an official transcript.

GRADE REPORTS: Grade reports show only courses and grades for a specific semester. Grade reports may also be used as supplements to transcripts which were previously requested by the student. Official grade reports also are imprinted with the seal of the University and the signature of the University Registrar.

3rd PARTY RELEASE OF A TRANSCRIPT OR GRADE REPORT: This transcript or grade report has been forwarded to you with the understanding that it will not be released to other parties. The federal Family Educational Rights and Privacy Act of 1974 prohibits release of this information without the student's written consent. Please return the transcript to Syracuse University if you are unable to comply with this condition.

DEGREES AND HONORS: Degree completion is signified on the transcript by an award date printed next to the degree name. **UNDERGRADUATE PROGRAM HONORS**, designated by the notation "HON" printed after the major, indicates that the student was part of the Honors Program and received honors in that field. **UNDERGRADUATE DEPARTMENTAL DISTINCTION**, designated by the notation "DPT" printed after the major, indicates that the student received distinction in that field. **UNDERGRADUATE UNIVERSITY HONORS** are awarded upon degree certification to students earning a superior cumulative GPA: Cum Laude, GPA 3.2 to 3.49 (Architecture), 3.4 to 3.59 (all other); Magna Cum Laude, GPA 3.5 to 3.79 (Architecture), 3.6 to 3.79 (all other); Summa Cum Laude GPA 3.8 to 4.0 (all schools). These designations appear next to the degree award date.

COURSE NUMBERING SYSTEM: *Effective September 1968:* **001-099:** When the semester heading reads "Semester Abroad", these are credit-bearing courses taken through the Syracuse University Abroad program. Under all other semester headings, these are remedial and non-credit courses; **100-199:** freshman level; **200-299:** sophomore level; **300-499:** junior and senior level; **500-599:** joint undergraduate and graduate; **600-699:** first-year graduate level; **700-899:** second and third-year graduate level; **900-996:** readings, research, and individual study courses at the doctoral level only; **997:** master's thesis; **998:** individual study at the graduate level; **999:** doctoral dissertation. *Prior to September 1968,* the course numbering system was **000-099:** lower division undergraduate; **100-199:** upper division undergraduate; **200-299:** joint undergraduate and graduate; **300-399:** graduate.

CREDIT: A unit of credit is represented by the semester hour, which stands for one class period of fifty (50) minutes in length for fifteen (15) weeks or the equivalent.

GRADE POINT AVERAGE: The grade point average (GPA) is calculated by dividing the number of grade points earned by the number of credits attempted.

GRADE	GRADE POINTS PER CREDIT
A	4.0
A-	3.6666
B+	3.3333
B	3.0
B-	2.6666
C+	2.3333
C	2.0
C-	1.6666
D (Undergraduate & Law only)	1.0
D- (Law only)	.6666
F	0

OTHER GRADING SYMBOLS	MEANING	GRADE POINTS PER CREDIT
AU	Audit	Not counted
I	Incomplete	0
NA	Did not attend/withdraw	Not counted
NR	Not required	Not counted
P	Passing	Not counted
RM	Remedial	Not counted
V	Variable length course – grade not yet due	Not counted
WD	Withdrew	Not counted

Prior to January 1981, NA's counted as F's. Obsolete symbols that may appear on older transcripts include NC (no credit, not counted for GPA); S (satisfactory, not counted); U (unsatisfactory, 0 points); WF (withdrew failing, 0 points); and WP (withdrew passing, not counted). As of September 1987, the grading system was expanded to include plus (+) and minus (-) grades as shown above for all non-Law courses.

SPECIAL CODES	DESCRIPTION
(ar)	Course credit is not included in Units Earned or GPA Credits and grade points are not included in GPA calculation, in accordance with Academic Renewal policy.
(g)	This is a graduate level course taken by an undergraduate who has not been admitted to a graduate program at SU. It is not used to fulfill undergraduate degree requirements. The course credits count towards units earned, GPA credits, and the grade points are included in the GPA calculation.
(gn)	This is a graduate level course taken by an undergraduate admitted to a graduate program at SU. It is not used to fulfill undergraduate degree requirements and the credits may be transferred into the graduate record. On the undergraduate record, course credit is not included in Units Earned or GPA credits and grade points are not included in GPA calculations.
(n)	Course credit is not included in Units Earned or GPA Credits and grade points are not included in GPA calculations.
(r)	This is a retaken course and the credits and grade points are included in all calculations.
(un)	This is an undergraduate course taken by a graduate student. It does not count towards a graduate degree.
(HNR)	This is an Honors section of the course.
(X)	The F grade on this class is the result of a violation of the Academic Integrity Policy.

ENGINEERING AND COMPUTER SCIENCE COOPERATIVE EDUCATION PROGRAM consists of work experience in several segments, represented on the transcript as ECS 370/470/570, Professional Practice. A minimum of two work segments satisfy program requirements.

COLLEGE OF LAW: *Prior to September 1999,* Law courses could be given plus (+) grades. A grade of 'B+' earned 3.5 grade points per credit and a 'C+' earned 2.5 grade points per credit. *As of September 1999* Law courses follow the plus/minus (+/-) grade system shown above. *As of fall 2011,* Law grading system expanded to include D-. College of Law students are ranked each semester and the class rank is displayed below the semester statistics. College of Law also places students with an appropriately high semester GPA on the Dean's List. This designation is displayed below the statistics for the semester.

COLLEGE OF LAW HONORS: Summa Cum Laude, GPA 3.55 and above; Magna Cum Laude, GPA 3.35 to 3.54; Cum Laude, GPA 3.00 to 3.34. The requisite minimum honors grade point average may have been increased in any year to assure that not more than 2% of any graduating class graduated summa cum laude, not more than 10% of any graduating class graduated either summa cum laude or magna cum laude, and not more than 25% of any graduating class graduated with honors. In calculating graduation honors, grade point averages at the College of Law are rounded to the nearest hundredth.

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