

KEY TO TRANSCRIPT

1. COURSE NUMBERING SYSTEM

Each course number consists of 4 letters of alphabet and 4 numbers. The first number of course code indicates the course level:

1 st Number	Course Level
1	Elementary Level, grade 9-10
2	Intermediate Level, Grade 10-11
3	Pre-advanced Level, Grade 11-12
4	Advanced Level
5	AP Level
6	Post-AP Level
9	MSA Featured Course

2. GRADING SYSTEM

Grade	100-scale	Point	Standard
A+	97-100	4.0	Excellent
A	93-96	4.0	
A-	90-92	3.7	
B+	85-89	3.3	Good
B	80-84	3.0	
B-	77-79	2.7	
C+	73-76	2.3	Fair
C	70-72	2.0	
C-	67-69	1.7	
D+	63-66	1.3	Poor but passing
D	60-62	1.0	
F	<60	0.0	Failure
P		N/A	Passing
NP		N/A	Not Passing
W		N/A	Withdrew
I		N/A	Incomplete
EX		N/A	Exempted

3. CREDIT

- Credit is reported in terms of semester hours, whether earned during a 16-week semester or a summer session. For 1 unit of credit, approximately 2 hours per week is allotted to lecture, tutorial, and subsequent reading and study.
- Credits are given for A~D, P and EX, when course credits are above zero.