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Prepared for: Nathan Washington on 08/24 DID#: TGQZ7XP Parchment Student ID: 3247693 Student SSN: 5050 Page 5 of 7	12010			Ø	filly Brooks	
				Kelly	Brooks, Registrar	ARE GARTER
Student Name: Nathan Washington				Capella University		
Student ID: 1082330 Date of Birth: XXXX-09-25				225 South 6th Street 9th F		
Student Address:				Minneapolis, MN 55402 Tel: 8882273552		
6372 Torrence Street Burke, VA 22015					n de la companya de la	
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## Name Change

This institution was formerly known as The Graduate School of America. On June 1, 1999 the name of the institution was changed to Capella University.

#### Accreditation

Capella University is accredited by the Higher Learning Commission and is a member of the North Central Association of Colleges and Schools (NCA), www.ncahlc.org. Capella University, 225 South Sixth Street, Ninth Street, Minneapolis, MN 55402, 1.888.CAPELLA (227.3552), www.capelia.edu.

# Academic Calendar and Credits

Capella University operates on a quarterly academic calendar. The Carnegic standard of 25hours per credit is used to determine the number of quarter credits assigned to each course. Thus, a 4-credit course is approximately 100 hours of didactic instruction, reading, writing, projects and associated preparation. Prior to November 12, 2001, all courses taken at Capella were listed under the quarter in which the course ended. Effective November 12, 2001, all courses taken at Capella are listed under the quarter in which the course began.

## FlexPath

This direct assessment delivery model assesses performance to established competencies. A competency is the knowledge, skills, abilities, and professional attributes required to successfully perform a task in a given context. At Capella University, courses are designed based on the competencies necessary to demonstrate a program's learning outcomes. No credits, grades or quality points are assigned in FlexPath programs. Learners enrolled in FlexPath programs receive competency evaluations in lieu of traditional letter grades. Degree progress is measured through a program points system and minimum level of performance achievement.

## FlexPath Performance Scale

Distinguished Earned for course work that demonstrates mastery of the published competencies at a level exceeding course expectations as defined in the

	course synabus or course learning plan.
Proficient	Earned for course work that demonstrates mastery of the published
	competencies at a level meeting course expectations as defined in the
	course syllabus or course learning plan.
Basic	Earned for course work that demonstrates published competencies at a level
	of performance minimally meeting course expectations as defined in the

course syllabus or course learning plan. Non-performance Earned for course work that demonstrates published competencies at a level which does not meet course expectations as described in the course syllabus or course learning plan.

# Grading System

Grades are provided for courses taken at Capella University. Capella University uses a four-point grading system. As of January 28, 2008, grade point average is reported separately for graduate and undergraduate Capella course work. Prior to January 28, 2008, one cumulative grade point average was reported for all Capella course work.

## Grades

- **Ouality Points** High involvement, substantive participation, exceeded expectations. Active and knowledgeable participation, met expectations. Adequate and competent participation, minimally met expectations. 3 Undergraduate only: limited participation, marginally met expectations. Limited, minimal or no participation, did not meet expectations; also D F
- used when an I grade was assigned and course requirements were not met by the end of the next quarter.

# Grades Not Affecting Grade Point Average

CC (Credential Credit) Assigned to credit awarded based on documentation of successful attainment of a specific credential.

HD (Disaster Hold) Assigned to courses for learners who must discontinue a course due to a nationally recognized disaster.

HM (Military Hold) Assigned to courses during which learners have been called to active duty; serves as a placeholder until they return to the course. I (Incomplete) Indicates that the course requirements have not yet been fulfilled.

IP (In Progress) Assigned to comprehensive examination or dissertation courses for which learners require additional quarters to complete the components of the course. Also assigned to some internship and practicum courses.

IS (Incomplete) Indicates that the course requirements have not yet been fulfilled for a

MW (Military Withdrawal) Assigned to courses from which the learner has been withdrawn due to active duty. Prior to June 2009, these are reflected as grades of W.

NC (No Credit) Assigned to courses prior to April 1, 2003. NG (No Grade) Assigned to comprehensive examination or dissertation courses for all course registrations subsequent to the initial registration, or to course registrations for which the registrar has determined that due to university curricular changes "NG" is the he register has determined in a due to directively enricular charges (No is the appropriate final grade. Also assigned to some internship and practicum courses. NP (Non-participation) Assigned to courses prior to April 1, 2003. NR (No record) Assigned to courses awaiting official grade from instructor.

NS (Not Satisfactory) Limited, minimal, or no course participation and/or materials did not meet expectations. Also used when an IS grade has been assigned and course requirements were not met by the end of the following quarter. PC (Petition for Credit) Assigned to courses for which learners successfully petitioned for

credit of previous educational or work experience.

R (Required) Assigned to doctoral dissertation courses at the successful conclusion of each marter's course S (Satisfactory) Active and knowledgeable course participation; materials met

expectations. Equivalent to a grade of B or better. VR (Verified Residency) Assigned to a completed residency requirement.

W (Withdrawal) Assigned to a course dropped by the learner within the authorized time period.

# Honors

Learners at the undergraduate and graduate levels (excluding FlexPath learners) may be eligible to graduate with honors upon meeting various stipulations including earning the following grade point averages:

## Undergraduate Level

Graduation with Honor (Cum Laude): 3.500 - 3.749 Graduation with High Honor (Magna Cum Laude): 3.750 - 3.849 Graduation with Highest Honor (Summa Cum Lande): 3,850 or above

# Graduate Level

Graduation with Distinction: 3.850 or above

# Withdrawal and Incompletes

A learner may drop a course during the first twelve calendar days of the course without transcript notation. If a learner drops a course on or after the thirteenth calendar day of the course through the last day to withdraw from the course, a grade of W will be assigned. Learners who discontinue a course after the last day to withdraw will be assigned a grade of F or NS, or a performance rating Non-Performance for direct assessment programs. If a learner receives an incomplete and the final papers/projects are not completed prior to the end of the following quarter, the learner will be assigned a grade of F or NS.

## Transfer

Previous college-level work submitted by applicants will be evaluated for transfer credit. Undergraduate programs require grades of C- or better for transfer. Graduate programs require grades of B- or better for transfer. Course work should be from regionally accredited institutions; however, Capella may consider transfer credit from international institutions and some non-regionally accredited institutions based on alternate accreditations. As of January 28, 2008, transfer credits reflect only those applied to current program.

# **Course Numbering System**

Course levels determined by prefix: 9 Graduate course

8 Graduate course

Graduate course

6 Graduate course (Prior to January 28, 2008, course numbers beginning with a 6 were professional development courses.)

Graduate course

- 4 Upper-division undergraduate course
- Upper-division undergraduate course
- 2 Lower-division undergraduate course 1 Lower-division undergraduate course

FS Residency (course prefix) Any course with the prefix "-R" includes a face-to-face component.

Any course with the prefix "-FP" was taken within a direct assessment program.

Harold Abel School of Psychology course numbering system prior to Jan. 28, 2008: 5500 - 5999 Graduate course 6000 - 6999 Non-credit residency and colloquium

7000 – 9999 Graduate course PSY-R Psychology residency and colloquium (course prefix)

FS Residency (course prefix) prior to September 2003

Release of Information The Family Educational Rights and Privacy Act of 1974 (FERPA), as amended, prohibits the release of this record or disclosure of its contents to any third party without the written consent of the learner.

Alteration or forgery of this document is a criminal offense.

Transcript key revised December 2013

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