



Transcript Guide

For Enrollments from 2000-01 Academic Year to Present

GENERAL INFORMATION

This guide is for interpreting symbols or codes shown on transcripts for the following divisions of Johns Hopkins University:

Full-time:

Zanvyl Krieger School of Arts and Sciences (AS)
Whiting School of Engineering (EN)

Part-time:

Krieger - Advanced Academic Programs (AAP)
Whiting - Engineering for Professionals (EP)

Calendar: These divisions are on a semester calendar – Fall and Spring with a Summer session and January intersession.
Fall = August through December
Intersession = January
Spring = January through May
Summer = June through August

DIVISIONS

Zanvyl Krieger School of Arts and Sciences (AS)
Whiting School of Engineering (EN)

Year of Study

Undergraduate level:
Freshman, Sophomore, Junior, and Senior
Special or Engineering Innovations, non-degree seeking
Visiting, Pre-College, or Summer, non-degree seeking

Post-Baccalaureate level:
Post-Bac/Pre-Med (Pre-Medical Program)
Special, degree or non-degree seeking

Graduate level:
Graduate
Special, non-degree seeking
Visiting, non-degree seeking

Course Division Codes

JHU Codes are as follows:

AS Arts and Sciences
BU Business
ED Education
EN Engineering
ME Medicine
NR Nursing
PH Public Health
PY Peabody Conservatory
SA School of Advanced International Studies

Students may take courses at area institutions with which JHU has a cooperative agreement. Codes for these schools are as follows:

BH Baltimore Hebrew College
BS Bowie State University
CO Coppin State University
GC Goucher College
LC Loyola College (renamed Loyola University)
LU Loyola University
MI Maryland Institute College of Art
MS Morgan State University
ND Notre Dame of Maryland University
SU Stevenson University
TS Towson State (renamed Towson University)
TU Towson University
VJ Villa Julie College (renamed Stevenson University)
UA University of Baltimore
MB University of Maryland at Baltimore
UM University of Maryland at Baltimore County (UMBC)
AF University of Maryland College Park (Air Force)

Students may take study abroad programs approved for grades and credits. Codes for those programs are as follows:

AP Argentina Program
BC Berlin Consortium
BP Bolivia Program
SA Bologna - SAIS
FE French Exchange Program
VS Florence/Villa Spellman Program (discontinued)
HA Hopkins Abroad
FP JHU in Tours Program (discontinued)
LP Lima Program
MP Madrid Program
NA Nanjing/Summer CET
SS Study in Singapore

General Information for AS and EN

1. S/U Grades (freshmen) –Prior to Fall 2017, freshmen first semester grades are not reported on the transcript. Each course with a grade of C- or above is assigned the letter S (for Satisfactory) in place of a grade. Letter grades below C- are assigned the letter U (for Unsatisfactory). In the first semester of a student's freshman year, credit is awarded for S grades.

Prior to Fall 2017, for the first semester freshman year only, credits are also awarded for U grades if the actual grade is D or D+. In this instance the grade of UCR is assigned. No first semester grades are included in a student's cumulative grade-point average.

Effective Fall 2017, freshmen first semester grades are reported as letter grades (A,B, etc.) with credit and are included in a student's cumulative grade point average.

2. S/U Option (other) – Undergraduate students may take one course per semester for Satisfactory/Unsatisfactory credit. These courses have no effect on a student's grade point average. Students who earn a C- or above in an S/U course receive an S on the academic record. When a D+, D, or F is earned in an S/U course a grade of Unsatisfactory is recorded on the academic record. With the exception of the first semester of freshman year, courses with an Unsatisfactory grade receive no credit.

S*/U* and S/U****- Due to the global COVID-19 pandemic, the grading system default for Spring 2020 (semester long and second-half semester courses only), Fall 2020, and Spring 2021 was satisfactory/unsatisfactory (either S*/U* or S**/U**) for all undergraduate students. Students were allowed to opt-in for letter grades in Fall 2020 and Spring 2021, with exception to courses only offered as satisfactory/unsatisfactory.

3. Undergraduate Retake Policy - Students may retake a course in which they earned a C+ or lower. The grade for the second attempt and the associated credits are recorded on the transcript and are calculated into the GPA. If a student drops or withdraws from the subsequent attempt, the original grade is calculated into the GPA

Effective Fall 2011, when the new grade is recorded, the original grade remains along with the notation “R” to indicate the course was retaken, and the original grade does not affect grade point calculations, nor does it carry credit toward graduation. Prior to Fall 2011, when the new grade was recorded, the old grade was replaced with the letter R to indicate the course wasretaken.

4. Graduate Retake Policy - At the discretion of the graduate program, a graduate student may retake a course, but the grade from the initial effort will remain on the transcript. This applies whether the initial effort occurred while the student was an undergraduate student or a graduate student.

5. Graduate Level Courses in the Zanvyl Krieger School of Arts and Sciences (AS) - Credit hours are not assigned to graduate level courses except when taken by undergraduate students. In addition, graduate level students may receive letter grades (A, B, etc.) or P/F (Pass/Fail). All 600-level courses and above carry the equivalent of 4 credits unless taken by an undergraduate. No GPA is calculated.

6. Graduate Level Courses in the Whiting School of Engineering (EN) - Effective Summer 2016, graduate level courses are assigned credits. In addition, graduate level students may receive letter grades (A, B, etc.) or P/F (Pass/Fail). Prior to Summer 2016, credit hours were not assigned to graduate level courses unless taken by an undergraduate, and all 600-level courses carried the equivalent of 4 credits. No GPA is calculated.

7. Class Hours - Indicating class hours per week is not required of all courses. Should a course have class hours assigned, those hours will appear on the transcript.

8. Probation – Undergraduate students who earn a grade point average less than 2.0 or fewer than 12 credits in a semester are placed on academic probation.

9. Dean's List - Noted for undergraduate students who earn a term grade point average of 3.5 or above in a semester of at least 14 credits with at least 12 GPA credits graded.

10. Honors - General or Departmental Honors are awarded at graduation - General honors are awarded to undergraduate students with a cumulative grade point average of 3.5 or better. Departmental honors are awarded according to department specific criteria.

<u>AS and EN Course Numbering System</u>	
100-299	Undergraduate lower division
300-499	Undergraduate upper division
500-599	Undergraduate independent academic work
600-799	Graduate level
800-899	Advanced graduate level including independent study and dissertation research
900-999	Special courses as identified by the Office of the Registrar

<u>AS and EN Grading System</u>	
A+	= 4.0 points - Excellent
A	= 4.0 points - Excellent
A-	= 3.7 points - Excellent
B+	= 3.3 points - Good
B	= 3.0 points - Good
B-	= 2.7 points - Good
C+	= 2.3 points - Satisfactory
C	= 2.0 points - Satisfactory
C-	= 1.7 points - Satisfactory
D+	= 1.3 points - Passing (S/U option* is the exception)
D	= 1.0 points - Passing (S/U option* is the exception)
F	= 0.0 points - Failure
FEV	= 0.0 points - Failure - Ethics Violation
AU	Audit (Graduates only)
EXM	By examination -Discontinued Fall 2004
I	Incomplete
I/(Grade)	Incomplete/ Revert to Grade**
IP	In progress
MR	Missing grade roster
MT	Multi-term
ND	Not officially dropped - Discontinued Fall 2018
NG	No grade given, course completed, credits may be awarded
P	Passing (Graduates only)
R	Course retaken - Discontinued Summer 2011
(Grade)/R	Course retaken - Effective Fall 2011
S	Satisfactory
S*	Satisfactory (Spring 2020 and Fall 2020 only)
S**	Satisfactory (Spring 2021only)
TR	TR.XXX.XXX Transfer course, no JHU equivalent
U	Unsatisfactory
U*	Unsatisfactory (Spring 2020 and Fall 2020 only)
U**	Unsatisfactory (Spring 2021 only)
UC	Unsatisfactory with Credit - Discontinued Fall 2010
UCR	Unsatisfactory with Credit - Effective Spring 2011
W	Official withdrawal
X	Not yet reported by instructor

*S/U Option (Undergraduates Only)
S = C- or Higher
U = D, D+ or F
UCR = D or D+ (First semester freshmen only)
**Incomplete/Grade reverts to this letter grade after reversion deadline.

<u>Zanvyl Krieger School of Arts and Sciences</u>	
<u>Advanced Academic Programs (AAP)</u>	
<u>Academic Program</u>	
Post-Baccalaureate level:	
Post Baccalaureate Premedical Program	
(Moved to Full-time (AS) effective December 2010)	

Graduate level:	
Graduate Certificate	
Master of Arts	
Master of Science	
Certificate of Advanced Graduate Study	

<u>AAP Grading System</u>	
A+	Excellent
A	Excellent
A-	Excellent
B+	Good
B	Good
B-	Good
C	Fair
F	Failure
P	Pass
AU	Audit
I	Incomplete
MR	Missing grade roster
NG	No grade given, course completed
W	Official withdrawal
X	Not yet reported by instructor

<u>AAP Course Numbering System</u>	
300 - 399	Prerequisite courses
600 - 899	Graduate level

Note: Effective Summer 2016, Advanced Academic Programs (AAP) graduate level courses are assigned credits. Prior to Summer 2016, credit hours were not assigned to graduate level courses unless taken by an undergraduate, and all 600-level courses carried the equivalent of 4 credits. No GPA is calculated.

Whiting School of Engineering
Engineering for Professionals (EP)

Note: In September 1983, the School of Engineering began offering courses on a part-time basis. These courses had been part of the School of Continuing Studies prior to that date. In Summer 1987, the Part-time Engineering School was renamed Continuing Professional Programs. Effective with Summer session 1992, it was renamed Part-time Programs in Engineering and Applied Science. Effective Fall 2004, it was renamed Engineering and Applied

Science Programs for Professionals. Effective Spring 2010, it was renamed Engineering for Professionals.

<u>Academic Program</u>	
Undergraduate level:	
Bachelor	- Bachelor
BS	- Bachelor of Science
Post-Baccalaureate level:	
PMC	- Post-Master’s Certificate
CCES	- Certificate of Continuing Engineering Studies (Discontinued Summer 2005)
Graduate level:	
GC	- Graduate Certificate
Master	- Master
MS	- Master of Science
MSE	- Master of Science in Engineering
Non-Degree GR	- Non-Degree Graduate Student

<u>EP Grading System</u>	
A+	Excellent -Effective Summer 2012
A	Excellent
A-	Excellent -Effective Summer 2012
B+	Good -Effective Summer 2012
B	Good
B-	Good -Effective Summer 2012
C+	Unsatisfactory -Effective Summer 2018
C	Unsatisfactory* -Effective Summer 2018
C-	Unsatisfactory -Effective Summer 2018
D+	Unsatisfactory -Effective Summer 2018
D	Unsatisfactory -Effective Summer 2018
F	Failure
AU	Audit
I	Incomplete
MR	Missing grade roster
R	Course retaken
W	Official withdrawal
X	Not yet reported by instructor

*From Summer 2012 to Summer 2018, C = Fair. Prior to Summer 2012, C = Satisfactory.

<u>EP Course Numbering System</u>	
100-199	Undergraduate level
200-299	Prerequisite courses
400-899	Graduate level

Notes: Effective Summer 2012, Engineering for Professionals (EP) graduate level courses are assigned credits. No GPA is calculated. Prior to Summer 2012, credit hours were not assigned to graduate-level courses.

Effective Summer 2008, all courses 400-level and above carried the equivalent of 3 credits. Prior to Summer 2008, all courses 400-level and above carried the equivalent of 4 credits.

FURTHER INFORMATION
For additional information or questions regarding transcripts, contact:

Office of the University Registrar
Johns Hopkins University
3400 North Charles Street
Baltimore, MD 21218
(410) 516-8080
<https://studentaffairs.jhu.edu/registrar/>

The Johns Hopkins University is an equal opportunity, affirmative action institution. Questions regarding Title VI, Title IX, and Section 504 should be referred to the Office of Institutional Equity, 130 Garland Hall, (410) 516-8075.

Revised: Summer 2020