Graduate level:

Part-time:
- Zanvyl Krieger School of Arts and Sciences (AS)
- Whiting School of Engineering (EN)

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

Transcripts for the following divisions of Johns Hopkins University:

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:
- AAP
- EP

Calendar: These divisions are on a semester calendar – Fall and Spring with a Summer session and January intercession.

Fall = August through December
Intercession = January
Spring = January through May
Summer = June through August

DIVISIONS

Zanvyl Krieger School of Arts and Sciences (AS)
- 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:

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)

Course Division Codes

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)
SAIS Hopkins Abroad
EP JHU in Tours Program (discontinued)
LF Lima Program
MP Madrid Program
NA Nanjing/Summer CET
SS Study in Singapore

GENERAL INFORMATION FOR AS AND EN

1. S/U Grades (freshmen) - 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.

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.

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.

3. Undergraduate Retake Policy - Students may retake a course in which they earned a C+ or lower. The most recent grade in the course receives credit that applies to the grade point averages.

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 does not affect grade point averages.

Prior to Fall 2011, when the new grade was recorded, the old grade was replaced with the letter R to indicate the course was retaken.

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 (passing). 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 (passing). 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. 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.
AS and EN Course Numbering System
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

Zanvli Krieger School of Arts and Sciences
Advanced Academic Programs (AAP)

Academic Program
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

Grading System
A+ = Excellent
A = Excellent
A- = Excellent
B+ = Good
B = Good
B- = Good
C = Fair
F = Failure
P = Pass
AU = Audit
I = Incomplete

**Incomplete/Revert to Grade**

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

AS and EN Course Numbering System

Whiting School of Engineering
Engineering for Professionals (EP)

Academic Program
Undergraduate level:
Bachelor - Bachelor
BS - Bachelor of Science
Post-Baccalaureate level:
PMC - Post-Master’s Certificate
CCES - Certificate of Continuing Engineering Studies
Graduate level:
GC - Graduate Certificate
Master - Master
MS - Master of Science
MSE - Master of Science in Engineering
Non-Degree GR - Non-Degree Graduate Student

EP Grading System (Effective June 2012)
A+ = Excellent
A = Excellent
A- = Excellent
B+ = Good
B = Good
B- = Good
C = Fair
F = Failure
AU = Audit
I = Incomplete
MR = Missing grade roster
W = Official withdrawal
X = Not yet reported by instructor

Notes: Effective June 2012, graduate level courses are assigned 3 credit hours. Prior to June 2012, credit hours were not assigned to graduate-level courses, all courses 400-level and above carried the equivalent of 4 credits. No GPA is calculated.

Notes: 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.

Further information regarding courses on a part-time basis, prerequisites, and requirements can be found on the Registrar’s Office website. Questions regarding courses, prerequisites, and requirements should be directed to the Office of Institutional Equity, 130 Garland Hall, (410) 516-8080. 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.

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