

## HOW TO READ THE TRANSCRIPT

Use the descriptions below that describe the numbered section of the transcript.



1. This box contains basic identifying and contact information. Contact your school if any of this information is incorrect.
2. This box shows the School Information including the CEEB code a standardized ID number that is assigned to a high school, college or university for identification on standardized testing and college applications.
3. This box contains the student's Regents exam scores. ERCSD Schools display the highest score earned for each exam on a student's transcript.
4. This section shows all high school level courses taken by the student showing the:
5. **Course Name** that describes the class and what subject will be learned, including the **course number** which is universal at RHS and SVHS.
6. **Grade Level** - the grade the student was in while taking the course. *Students can take High School Level Classes while in 8th grade as noted on this sample transcript.*
  - Students begin at grade 9 at SVHS working on earning at least 5 credits over the course of the year. Thereafter the following criteria is used to determine grade:
  - **To be a 10th grader – (Sophomore)**
    - Earn at least 5 credits, including at least three in these five required courses: English, Social Studies, Science, Mathematics, and World Languages.
  - **To be an 11th grader – (Junior)**
    - Earn at least 11 credits, 7 of which must be in English, Social Studies, Mathematics, Science, and World Languages combined.
    - At least one-half credit must be in Physical Education.
    - Pass at least two of three required Regents Examinations (one in Mathematics, one in Science, one in Global History and Geography)
  - **To be a 12th grader – (Senior)**
    - Earn at least 16 Credits.
    - At least 11 credits must be in English, Social Studies, Mathematics, Science, and World Languages combined.
    - At least one credit must be in Physical Education.
    - Pass at least three of the five required Regents examinations (one in Mathematics, one in Science, one in Global History and Government, and one in English Language Arts).
7. **Final Grade** - the final grade average of all four quarter grades as reported on report cards. A grade 65+ is considered passing. Students do not earn credit for courses that they do not pass or for which they receive a grade less than 65.
8. **Credits Earned** - number of credits each course is worth (1.00) and earned by the student passing the course. Some courses count for different amounts based upon the number of meeting times in the student's schedule, such as Physical Education (.25) and electives (.5). No credit is awarded for a failed class. These are not Cumulative totals.
9. **Credits Attempted** - number of credits for which the student was scheduled.
10. This line indicates the school in the ERCSD where the courses were taken with the school year noted as well.
11. **Grand Total** - cumulative total of all credits earned and all credits attempted over the course of all years enrolled. Students need 22 credits in specific courses to graduate.
12. **Cumulative Unweighted Average** - the average of all course grades without any weight applied. Courses are "weighted" or receive more credit if they are at an Honor, College or Advanced Placement level and will increase the student's overall GPA to acknowledge the rigorous nature of the coursework.