Transcript

Antioch University transcripts (http://aura.antioch.edu/policies_500_2x/14) document all work undertaken by students and associated evaluation of that work in terms of the evaluation designations listed below:

AU (audit). This designation is assigned to students to take a credit-bearing course without the intention of earning academic credit. This designation does not indicate any level of mastery of course content nor participation in the course.

CR (credit). As a minimum standard, academic credit may be awarded toward a degree only if the student’s performance is at least “satisfactory.” Antioch University defines “satisfactory” to mean the following:

- For undergraduate credit, the student has performed at a level which would be considered at least a “C” or better in a graded system.
- For graduate credit, the student has performed at a level which would be considered “B” or better in a graded system.

INC (incomplete). A grade of incomplete ‘INC’ indicates that a student has not completed all course requirements in the expected time frame, as established in the course syllabus. An instructor may award an incomplete at his or her discretion. Each campus and university-wide program shall establish and publish a process by which student may petition to receive an incomplete. Incompletes must be successfully completed no later than the end of the following term or they convert to NC.

INP (in progress). INP grades may be issued for courses that span more than one term. Students making acceptable progress during the quarter in which they registered for the course receive an INP, and receive credit upon completion of the course. Courses associated with INP grades must be so designated and approved by the faculty curriculum committees and include internships, practica, capstones, and theses. Students may take a maximum of three additional quarters to complete a course with a grade of INP. If not completed in this time frame, the INP designation will convert to NC.

NC (no credit). This designation is based upon a student not fulfilling minimum course requirements. NC will be awarded in graduate courses for work not meeting the equivalent of a “B” or better. NC will be awarded in undergraduate courses for work not meeting the equivalent of a “C” or better. (See above for awarding of NC to courses with INC and INP grades.)

NP (not passing). This designation is equivalent to a NC, but used exclusively for zero-credit academic courses.

P (pass). This designation is equivalent to a CR, but used exclusively for zero-credit academic courses.

W (course withdrawal). This designation is assigned to courses that a student drops during the withdrawal period, which follows the add/drop period. Each campus registrar shall publish the add/drop schedule that includes the withdrawal period. Courses that are dropped within the add/drop period are not listed on the transcript.

WNC (course withdrawal, no credit) This designation is assigned to courses that a student drops after the withdrawal period. Each campus registrar shall publish the add/drop schedule that includes the withdrawal period.

Narrative evaluations are part of the student's permanent academic record. (See Policy 5.229 Grade Equivalency (http://aura.antioch.edu/policies_500_2x/1).) These evaluations are official transcript supplements and may be requested by the student to accompany the transcript. The student may request that any, all, or none of the narrative evaluations accompany the transcript. No evaluations will be released unless requested by the student or alumnus. In no case shall a grade equivalent be recorded on a student's transcript or be represented as an official letter grade.

Students may request official transcripts via the NSC Transcript Ordering Online (http://www.antiochla.edu/student-resources/transcript-request). No transcripts will be released to any student until all financial obligations to the University have been satisfied.