

## Academic Transcript Key

William & Mary, chartered in 1693, is a public university supported by the Commonwealth of Virginia. The College of Arts & Sciences; Raymond A. Mason School of Business; School of Computing, Data Sciences, and Physics; William & Mary Law School; William & Mary School of Education; and William & Mary's Batten School of Coastal and Marine Sciences sustain the institutional commitment to a well-rounded liberal education.

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**ACCREDITATION:** The College of William and Mary in Virginia is accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to award baccalaureate, master's, educational specialist, and doctoral degrees. William & Mary also may offer credentials such as certificates and diplomas at approved degree levels.

Individual schools are accredited by the Association to Advance Collegiate Schools of Business, the Council for the Accreditation of Educator Preparation, and the American Bar Association. Programs within the School of Education are accredited by the National Association of School Psychologists and the Council for Accreditation of Counseling and Related Educational Programs.

**ACADEMIC CALENDAR:** The academic calendar consists of two semesters lasting approximately 15 weeks and a condensed summer semester. Semesters may include several shorter sessions.

**ACADEMIC CONTINUANCE:** The Committee on Academic Status for undergraduates and faculty committees in each graduate school establish and administer continuance requirements. A student is assumed to be in good academic standing unless otherwise indicated. Refer to the catalog (<http://catalog.wm.edu>) for further details on continuance policies.

**INCOMPLETE:** An incomplete becomes an "F" if the work is not completed by the last day of classes of the following regular semester, or if the postponed work has not been completed satisfactorily by the date specified by the instructor. A degree will not be conferred if an incomplete grade is on a student's record.

**TRANSFER:** Credits earned through transfer work are reflected by a grade of "T" and are not calculated into the W&M GPA.

**WITHDRAWAL:** All attempted coursework appears on the transcript. Generally, students may withdraw from a course through the 60 percent point of classes. Refer to the catalog for specific withdrawal policies.

**REPEATED COURSES:** Adopted Fall 2025: Certain courses are specifically designated in the university catalog as courses that may be repeated for credit. With the exception of these specially designated courses, no course in which a student receives a grade of "A", "B", "C", "G", "T" or "P" may be repeated except as an audit. Any course in which a student receives a grade of "D", "F", "R" or "W" may be repeated for a grade; if a course with a grade of "D" or "F" is repeated, both the initial grade and subsequent grade(s) appear on the transcript. Credit is awarded once and only the most recent grade is computed into the grade point average. Courses repeated via transfer credit will not result in a change in GPA.

**COURSE NUMBERS:** Course numbers below 300 are generally considered "lower-level" undergraduate courses and those numbered between 300 and 499 are generally considered "upper-level" undergraduate courses. Courses numbered 500 and above are considered graduate courses, as are all courses with a CRIN, EPPL or LAW prefix. Non-credit course subjects and numbers begin with 9.

**ACADEMIC CREDIT HOUR:** A credit hour is generally equivalent to one hour of direct faculty instruction, plus out of class student work, each week for approximately 15 weeks. W&M employs federal and state definitions of academic credit: when contact hours differ from credit hours, the courses use demonstration of competency, demonstration of proficiency, or fulfillment of learning outcomes to establish credit.

**GRADING SYSTEM and GRADE POINT AVERAGE (GPA):** W&M uses a four-point grading system. A student's GPA is calculated by dividing the sum of earned quality points by the sum of attempted hours for all courses receiving a grade used in calculating the GPA. Only coursework taken at W&M is used in the GPA calculation. Non-credit courses are graded, but no quality points are earned.

W&M used a three-point grading system prior to Fall 1976. The graduate schools of business and education used the three-point system through Summer 1977. The law school adopted a 12-point scale from Fall 1989 to Spring 2003 in which GPAs were calculated by dividing total quality points by total hours, divided by three. The current law grading system was adopted Summer 2003.

### CURRENT GRADING POINT SYSTEM:

Grade		Quality Points	Credit Earned
A+	Law School only	4.3	Yes
A	Excellent	4.0	Yes
A-		3.7	Yes
B+		3.3	Yes
B	Good	3.0	Yes
B-		2.7	Yes
C+		2.3	Yes
C	Average/Satisfactory	2.0	Yes
C-		1.7	Yes
D+		1.3	Yes
D		1.0	Yes
D-	Minimal Pass	0.7	Yes
F	Failure	0.0	No
P	Pass		Yes
I	Incomplete		No
G	Deferred Grade		No
W	Withdraw		No
S	Satisfactory		No
O	Satisfactory Audit		No
U	Unsatisfactory Audit		No
H	Honors – Law School only		Yes
LP	Low Pass – Law School only		Yes

### PREVIOUS GRADING SYSTEM:

Grade	
*A-*D	Denotes converted grades from 3.0 to 4.0 scale
HP	High Pass
NC	No Credit
NG	Grade Not Reported
R	Indicates WRIT 101 course must be repeated
X	Prefix denotes co-enrollment with student's home institution
WM	Medical Withdraw
Z	Year-long course; grade and credit awarded second semester

**PLUS/MINUS VALUES:** The schools adopted the plus/minus grading system in the following terms:

Undergraduate Division	Fall 1988
Graduate Arts & Sciences	Fall 1990
School of Business	Fall 1984 (B+ and B- added)
	Fall 1986 (C- added)
	Fall 1987 (A- and C+ added)
School of Education	Fall 1993
Law School	Fall 1971
	Summer 2003 (A+ added)
School of Coastal and Marine Sciences	Fall 1995



Alana R. Davis, University Registrar

SIGNATURE APPEARS ON FRONT OF PDF TRANSCRIPT

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