GENERAL INFORMATION

Columbus State Community College was founded in 1963 as the Columbus Area Technician School. The College was named Columbus Technical Institute from July 1, 1967 through June 30, 1987. The name of the College changed to Columbus State Community College effective July 1, 1987.

Columbus State Community College is accredited by The Higher Learning Commission. The Higher Learning Commission is located at 230 South LaSalle Street, Suite 7-500, Chicago, Illinois 60604-1411. Telephone: (800) 621-7440 or (312) 263-0456, Website: www.hlcommission.org

The College is on a semester-based academic calendar as of Autumn 2012. Prior to Autumn 2012, Columbus State Community College operated on a quarter-based academic calendar.

Credits earned under the quarter-based calendar have had a one-time conversion to semester equivalent credit applied. Credit hours, grade points and cumulative grade point averages prior to the conversion statement are listed in quarter-based values. Credits earned Autumn 2012 and forward are reflected as semester credits.

COURSE NUMBERING SYSTEM

From 1963 through Winter Quarter 1993 course numbers are a four-digit numeric identifier (e.g. CSCC 1002). Beginning Spring Quarter 1993 course numbers are either three or four character alpha with a three digit numeric identifier (e.g. HUM 111 or ENGL 101). Beginning Autumn Semester 2006, course numbers are either three or four character alpha with a four digit numeric identifier (e.g. BIO 2300 or ENGL 1100). Bridge courses offered for courses ‘bridging’ the quarter to semester transition will be identified with a three or four character alpha identifier and a four digit numeric identifier prefixed with a ‘B’ (e.g. ENGL B1100). These courses, available from Autumn Semester 2012 through Summer Semester 2013, contain the curriculum traditionally offered in the quarter system and allow the student to complete the course series through the transition from the quarter academic calendar to the semester academic calendar.

CLASS RANKING

Student rank at the College is based on the total credit hours completed. Students with 0.00-30.00 earned credit hours are considered to be in their first year and those with greater than 30.00 earned credit hours are considered to be in their second year.

REPEAT OF A COURSE (Rpt)

When a student repeats a course, only the most recent grade is computed in the student’s grade point average. The prior grade(s) for the course(s) will remain on the transcript. “Rpt” will appear in the repeat (Repeat) column indicating the student repeated the course in a later term.

PASS (PA)

The grade of “PA” equates to a letter grade of C or greater. The grade of “PA” does not carry any points toward calculation of GPA.

PROGRESS (P)

A non-grade symbol of “P” was formerly used to indicate PROGRESS in a course that is not completed within a quarter and was to be continued through a second quarter. This symbol is no longer used.

NON-TRADITIONAL (N)

Student submits documentation of prior learning which is formally assessed as equivalent to the goals and objectives required in a specific College course.

vanished (V)

Student ceased to attend a course without the formal withdrawal process. This symbol is not currently issued.

EXAMINATION/PROFICIENCY (X)

A student may, upon department chairperson’s approval of the student’s petition, be permitted to take a proficiency examination for credit. Permission is given only in cases when it is evident that previous experience or study warrants.

ADMINISTRATIVE WITHDRAWAL (AW)

A student may, upon a committee’s approval of the student’s petition, receive an Administrative Withdrawal. Approval is given only in cases when it is evident that the requirements have been met of the student being unable to withdraw from a course or courses prior to the posted deadline due to extenuating circumstances.

This Academic Transcript from Columbus State Community College located in Columbus, OH is being provided to you by Credentials Solutions, LLC. Under provisions of, and subject to, the Family Educational Rights and Privacy Act of 1974, Credentials Solutions, LLC is acting on behalf of Columbus State Community College in facilitating the delivery of academic transcripts from Columbus State Community College to other colleges, universities and third parties using the Credentials’ TranscriptsNetwork™.

Any questions regarding the validity of the information you are receiving should be directed to: Office of the Registrar, Columbus State Community College, 550 East Spring Street, Columbus, OH 43215, Tel: (614) 287-5353.