La Salle University
Office of the University Registrar
(215) 951-1020

Transcript Key

Course Numbering System

<table>
<thead>
<tr>
<th>Category</th>
<th>Range</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lower Division</td>
<td>100 through 299</td>
</tr>
<tr>
<td>Upper Division</td>
<td>300 through 499</td>
</tr>
<tr>
<td>Graduate Division</td>
<td>500 through 999</td>
</tr>
</tbody>
</table>

Transfer Credit

Transfer credit is awarded for a course taken at an accredited institution which is equivalent to a course offered at La Salle. Transfer credits appear on the student's record with the name of the institution, course title, and number of credits. The grade point average reflects only work taken at La Salle.

Repeat Calculation

All repeated courses are viewable on the transcript. A repeated course (notated with “E”) is excluded from the GPA. The higher grade (notated with “I”) is counted in the academic index and the cumulative total is adjusted.

Renewal Policy

Undergraduate students who return after 5 years and successfully complete 12 consecutive credit hours with a grade of C or better may have all D and F grades renewed. Renewed grades are not included in cumulative totals but remain on the transcript.

Authenticity

The transcript is official when each page bears the University Seal and the facsimile signature of the University Registrar. The name of the University appears in small type across the face of this document. The paper has been treated to show alterations and the word “VOID” will appear when photocopied. A black & white copy is not an original and should not be accepted as official.

Continuing Education Units

The Continuing Education Unit or C.E.U. is a nationally recognized unit of measure standardizing participation in non-degree continuing education courses. C.E.U. is defined as (10) contact hours in an organized program under responsible sponsorship, capable direction, and qualified instruction.

The Family Educational Rights and Privacy Act of 1974 prohibits the release of this information without the Student's Written Consent. Disclosure of information contained in this statement may not be made to another party without the prior written consent of the student whose name appears herein. This information may be used solely by the individual or institution to which it was originally released for the purpose for which the disclosure was made.