UNIVERSITY of West Georgia
REQUEST FOR TRANSFER OF CREDIT

Part 1 - To be completed by the student (An official transcript should accompany this form)

Student ID Number:_________ Date: 05/28/2012
Name:_________ Address:_________
City:_________ State:_________ Zip:_________
Phone Number:_________ MyUWG E-Mail:_________
Degree: □ MA □ MAT □ MS □ MSN □ MBA □ MPAcc
□ MMUS □ MURC □ MPA □ MED □ EdS □ EdD □ PhD
Major: Media Concentration Instructional Technology

Part 2 - To be completed by the student and Advisor

<table>
<thead>
<tr>
<th>Course &amp; Title</th>
<th>Number of Hours*</th>
<th>Transfer Institution &amp; Term</th>
<th>To be Included in Program of Study?</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDIT - Web Accessibility &amp; Design</td>
<td>3</td>
<td>George Mason University Fall 2009</td>
<td>Yes</td>
</tr>
<tr>
<td>EDIT 705</td>
<td></td>
<td>George Mason University Summer 2009</td>
<td>Yes</td>
</tr>
</tbody>
</table>

*In any graduate program a maximum of 6 semester hours of graduate credit may be transferred from another accredited institution subject to the following conditions:
(1) work already applied toward another degree cannot be accepted
(2) work must have been completed within the allotted time period (seven-year period for education degrees and six-year period for all others) allowed for the completion of degree requirements
(3) work must have been applicable toward a graduate degree at the institution where the credit was earned
(4) work offered for transfer must have the approval of the student's advisor and the major department chair
(5) acceptance of the transfer credit does not reduce the residency requirement (see Graduate School Catalog)
(6) the total credit in off-campus courses and transfer courses taken under the direction of UWG does not exceed one-half of the hours applied towards a degree.

Part 3 - To be completed by the department

Major Professor Approval 5/20/2012
Department Chair Approval 30 May 2012
Faculty Director of Graduate Studies 6/4/2012

*Completed form and transcript(s) should be forwarded to the Registrar's Office for the awarding of credit.
# George Mason University

## Official Transcript

### Student Information
- **Student Name:** [Redacted]
- **Student ID:** [Redacted]
- **Date Issued:** 04-AUG-2010
- **Level:** Graduate
- **Issued To:** [Redacted]

### Course Level: Graduate
- **First Admit:** Fall 2009
- **Last Admit:** Spring 2010

### Career Program
- **Major:** Education & Human Development
- **Concentration:** IT-Instruc Design/Develop

### Transcript Information
- **Term:** Fall 2010
- **Institution Information continued:
- **SUBJ NO.**
- **COURSE TITLE**
- **CRD**
- **GDP**
- **GRD**
- **PT**

<table>
<thead>
<tr>
<th>COURSE NO.</th>
<th>COURSE TITLE</th>
<th>CRD</th>
<th>GDP</th>
<th>PT</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDTE 550</td>
<td>Edu Research in Technology</td>
<td>3.00</td>
<td>IN PROGRESS</td>
<td></td>
</tr>
<tr>
<td>EDTE 650</td>
<td>Instr Tech Foundations/Design</td>
<td>3.00</td>
<td>IN PROGRESS</td>
<td></td>
</tr>
<tr>
<td>EDTE 704</td>
<td>Instr Tech Pedagogy/Design</td>
<td>3.00</td>
<td>IN PROGRESS</td>
<td></td>
</tr>
<tr>
<td>EDTE 730</td>
<td>Advanced Instructional Design</td>
<td>3.00</td>
<td>IN PROGRESS</td>
<td></td>
</tr>
</tbody>
</table>

**In Progress Grade:** 10.00

**Transfer Credit Accepted by the Institution:**

### Fall 2009
- **Institute:** University of West Georgia
- **Degree:** Bachelor of Science in Education (B.S.Ed.)
- **GPA:** 3.00
- **Credits:** 12.00

**Standing:** Good Standing

### Summer 2010
- **Institute:** University of West Georgia
- **Degree:** Bachelor of Science in Education (B.S.Ed.)
- **GPA:** 3.00
- **Credits:** 12.00

**Standing:** Good Standing

---

**Total Institution:** Earned Hours: 4.00 GPA: 2.50 Points: 24.00

**Total Transfer:** 5.00 0.00 0.00 0.00

**Overall:** 12.00 6.00 24.00 4.00

---

**Ending Transcript:**

---

### Contact Information

**Susan Huston Jones, University Registrar**

---

**Student Privacy:**

This officially sealed and signed transcript is printed on heat-sensitive paper with the name of the institution printed in white type across the face of the document. A color copy of this transcript is not admissible in any court of law. Any information appearing on this copy may be redacted. This copy is not admissible in a court of law. This document is not a legal copy and should not be used for legal purposes.
Transcripts for most George Mason University students are computer-generated and contained entirely on this official security paper. Some students with course work taken prior to 1980 may have either a partial or complete photocopied transcript, rendered official via a raised seal.

Accreditation - George Mason University is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award bachelor’s, master’s, and doctoral degrees, and is a member of the Council of Graduate Schools in the United States. Plus/minus grading was added effective Fall 1998 semester and expanded Fall 2002.

Unit of Credit - Semester hour.

Grading System - Letter grades are used to designate the quality of work done. The university has separate grading systems for undergraduate and graduate courses.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Quality Points</th>
<th>Undergraduate</th>
<th>Graduate</th>
</tr>
</thead>
<tbody>
<tr>
<td>A+</td>
<td>4.00</td>
<td>Passing</td>
<td>Satisfactory/Passing</td>
</tr>
<tr>
<td>A</td>
<td>4.00</td>
<td>Passing</td>
<td>Satisfactory/Passing</td>
</tr>
<tr>
<td>A-</td>
<td>3.67</td>
<td>Passing</td>
<td>Satisfactory/Passing</td>
</tr>
<tr>
<td>B+</td>
<td>3.33</td>
<td>Passing</td>
<td>Satisfactory/Passing</td>
</tr>
<tr>
<td>B</td>
<td>3.00</td>
<td>Passing</td>
<td>Satisfactory/Passing</td>
</tr>
<tr>
<td>B-</td>
<td>2.67</td>
<td>Passing</td>
<td>Satisfactory/Passing</td>
</tr>
<tr>
<td>C+</td>
<td>2.33</td>
<td>Passing</td>
<td>Invalid Grade</td>
</tr>
<tr>
<td>C</td>
<td>2.00</td>
<td>Passing</td>
<td>Un satisfactory/Passing</td>
</tr>
<tr>
<td>C-</td>
<td>1.67</td>
<td>Passing</td>
<td>Invalid Grade</td>
</tr>
<tr>
<td>D</td>
<td>1.00</td>
<td>Passing</td>
<td>Invalid Grade</td>
</tr>
<tr>
<td>F</td>
<td>0.00</td>
<td>Failing</td>
<td>Unsatisfactory/Failing</td>
</tr>
<tr>
<td>S*</td>
<td></td>
<td>Satisfactory</td>
<td>Satisfactory</td>
</tr>
<tr>
<td>NC</td>
<td></td>
<td>No Credit</td>
<td>No Credit</td>
</tr>
<tr>
<td>IN</td>
<td>0.00</td>
<td>Incomplete**</td>
<td>Incomplete**</td>
</tr>
<tr>
<td>IX</td>
<td>0.00</td>
<td>Incomplete Extension**</td>
<td>Incomplete Extension**</td>
</tr>
<tr>
<td>IP*</td>
<td></td>
<td>In Progress</td>
<td>In Progress</td>
</tr>
<tr>
<td>W*</td>
<td></td>
<td>Withdrawn</td>
<td>Withdrawn</td>
</tr>
<tr>
<td>AU*</td>
<td></td>
<td>Audit</td>
<td>Audit</td>
</tr>
<tr>
<td>NR</td>
<td></td>
<td>Not reported by instructor</td>
<td>Not reported by instructor</td>
</tr>
<tr>
<td>REG</td>
<td></td>
<td>Registration Noted</td>
<td>Registration Noted</td>
</tr>
<tr>
<td>XXX</td>
<td></td>
<td>Missing Grade</td>
<td>Missing Grade</td>
</tr>
</tbody>
</table>

Plus/minus grading was added effective Fall 1998 semester and expanded Fall 2002 semester. C- was designated satisfactory Fall 2002 through Summer 2003.

SP and AB grades* - Grades assigned by the student's dean granting permission to be absent from the final exam. If not resolved within 10 days, the AB grade automatically becomes an F. The SP grade is given only under unusual circumstances and may remain permanently on the record.

*Not calculated in grade point average (GPA).
**IN and IX grades are calculated as if they are grades of F.

Course Numbering System
100-299 lower-level undergraduate courses
300-499 upper-level undergraduate courses
500-999 graduate courses

Repealed and Excluded Courses
Undergraduate Degree Seeking: Previous attempts of repeated courses will be identified and excluded from calculation in the cumulative GPA. The notation of “A” indicates that the course is included in the GPA hours but excluded from earned hours. Courses marked with an "E" designate that they have been excluded from the cumulative GPA, based either on a subsequent repeat of the course (marked with an "I" for "include") or academic clemency approved for up to 16 credit hours. Clemency requires Dean's approval following an absence of at least three years from the university. The transcript shows all original and repeated courses.

Graduate Degree Seeking: Graduate students may not repeat courses previously passed with a grade of B- or higher. When a course with a lower grade is repeated, the following conditions apply: (1) all hours attempted are computed in the cumulative GPA; (2) the transcript shows the original and repeated grade; and (3) only one grade per course may be presented on the Degree Application.

Academic Standing: A student is in good standing unless otherwise noted. "Warning" status is considered good standing. Academic standing may not yet have been calculated for transcripts produced very close to the end of the most recent semester. If you have any question about the student's standing, contact the Registrar's Office at 703-993-2441.

Special Notes
Undergraduate University Honors - Effective Spring 2003, Mason began recording University honors in Latin (cum laude, magna cum laude, summa cum laude) instead of English (with distinction, with high distinction, with highest distinction). These honors require that a minimum of 60 credits be taken at George Mason. For students with a minimum of 45 credit hours taken at George Mason, a Recognition honor was established.

Grade Point Average - The GPA is computed by dividing quality points (QPs) by GPA hours (GPA-hrs). It is carried to the second decimal point and rounded. GPA is only computed for credit earned at George Mason University or through the Washington Consortium (WC).

Degree GPA
Graduate: For Master's and Doctoral Students, the Degree GPA is calculated on course work presented by the student on the Degree Application.

Undergraduate: The Degree GPA for Bachelor's degrees will be discontinued after the May 2006 conferral. University Honors are computed on the Degree GPA if one applies to the student's record. Otherwise, they are calculated based on cumulative GPA.

Transfer Work - Transfer hours are counted toward a degree but are not computed in a student's GPA.

Washington Consortium (WC) - Resident credit and grades can be earned through the Consortium of Universities of the Washington Metropolitan area.

More detailed academic program and course information may be found at www.gmu.edu.

TO TEST FOR AUTHENTICITY: The face of this transcript is printed on green security paper with the name of the institution appearing in white type over the face of the entire document.

ADDITIONAL TESTS: When photocopied, a latent security statement containing the institutional name and the words COPY COPY COPY appear over the face of each page of the entire document. When this paper is touched by fresh liquid bleach, an authentic document will stain. A black and white or color copy of this document is not an original and should not be accepted as an official institutional document. The square on an original transcript is printed in thermochromic ink. When rubbed or breathed on it will fade, then gradually return to normal.

ALTERATION OF THIS DOCUMENT IS A CRIMINAL OFFENSE!