BROOKDALE COMMUNITY COLLEGE • THE COUNTY COLLEGE OF MONMOUTH • BROOKDALE COMMUNITY COLLEGE • THE COUNTY COLLEGE OF MONMOUTH •

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**ACCREDITED BY THE** MIDDLE STATES **ASSOCIATION** OF COLLEGES AND SCHOOLS JULY, 1972

Pursuant to the Family Educational Rights and Privacy Act of 1974, information contained herein shall not be released to a third party without the written authorization of the student.



Eleanor J. Glazewski, Registrar

# BROOKDALE COMMUNITY COLLEGE

# Accredited by the Middle States Association of Colleges and Schools Office of the Registrar

765 Newman Springs Road Lincroft, NJ 07738-1543

#### KEY TO GRADES AND GRADE POINTS FOR EACH SEMESTER HOUR:

	t Grading System (ve 09/08/09)			Grading System e 01/04/99 – 09/07/09	<b>)</b> )	Former Grading System (Prior to 01/04/99)			
		Point			Point			Point	
Grade	Description	Value	Grade	Description	Value	Grade	Description	Value	
A	Excellent	4.00	A	Excellent	4.0	CHH	Credit High Honors	4.0	
A-		3.67	B+	Very Good	3.5*	CH	Credit Honors	3.0	
B+		3.33	В	Good	3.0	CR	Credit	2.0	
В	Good	3.00	C+	Satisfactory Plus	2.5*	NCR	No Credit	0.0	
B-		2.67	C	Satisfactory	2.0	O.W.	Official Withdrawal	**	
C+		2.33	D	Marginal	1.0	U.W.	Unofficial Withdrawal	**	
C	Satisfactory	2.00	F	Unsatisfactory	0.0	P	Pass	**	
D	Marginal	1.00	P	Pass	**				
F	Failing	0.00	TPC	Tech Prep Pass	**				
P	Satisfactory or Better	**	NC	No Credit	**				
TPC	Tech Prep Pass	**	W	Withdrawal	**				
NC	No Credit	**	TR	Transfer Credit	**				
W	Withdrawal	**	INC	Incomplete	**				
TR	Transfer Credit	**	AUD	Audit	**				
INC	Incomplete	**							
AUD	Audit	**							
JP	Joint Degree Program	**							

<sup>\*</sup>Effective September 2005

It is the policy of the college not to include academic and/or disciplinary action on official transcripts.

Prior to January 4, 1999, the grading system reflected the College's philosophy of allowing the student maximum flexibility in completing his/her education, thus a student's transcript reflected only those courses which he/she had successfully completed during a given term rather than the total number of classes enrolled.

## PASS/NO CREDIT OPTION FOR ABOVE ZERO LEVEL COURSES

A student may take a course at the 100 level or higher on a Pass/No Credit basis. A grade of Pass is earned if the student completes the course at the "Satisfactory" (C) level or above. A grade of "No Credit" is recorded if the student fails the course or completes the course at the "Marginal" (D) level.

### CREDITS AND HOURS

Academic credits are awarded on the semester-hour (s.h.) basis. One semester hour, usually representing 50 minutes of class activity per week for 15 weeks, is equal to one credit. The GPA (grade point average) is calculated on a 4.000 scale.

#### REPEATED COURSES

Students may repeat any course regardless of the grade first received. Only the highest grade will count in the average, regardless of the number of times the course has been repeated. The recalculation of the grade point average occurs once grades are posted to the transcript. Repeated courses are notated with an "R."

#### ACADEMIC AMNESTY

Students who attended Brookdale Community College in the past and attained very poor academic records may apply for Academic Amnesty if 3 years have elapsed since the end of the last term attended and they return to credit enrollment at the College. All courses below Credit or C level during the student's previous attendance will be included when Academic Amnesty is declared. Courses will be noted on the transcript with "Academic Amnesty Granted" and the grades will not be calculated in the student's grade point average, although they remain on the transcript. A student may be granted Academic Amnesty one time only.

# DEAN'S LIST CRITERIA FULL-TIME AND PART-TIME (Effective Spring 2008 Dean's List Noted on Transcript)

The following is the criteria for eligibility for the Dean's List effective Academic Year 2007. The student must be a matriculated student, have achieved a grade point average of at least 3.50, have completed twelve college-level credits or more in any long term, with 100% completion rate, **OR** if enrolled for less than twelve college-level credits in both long terms, the student must complete twelve credits over the course of one year (July through June), with 100% completion rate. **Developmental courses do not count toward the Dean's List.** 

#### RELEASE OF INFORMATION

This transcript has been forwarded at the request of the student with the understanding it will not be released to a third party. The Family Educational Rights and Privacy Act of 1974 and later amendments prohibit release of this information to any other party. If you are unable to comply fully with this requirement, return this record immediately to: Office of the Registrar, Brookdale Community College, 765 Newman Springs Road, Lincroft, New Jersey 07738-1543.

<sup>\*\*</sup>Not used in grade point average calculation. A cumulative grade point average of 2.0 will qualify students for the associate degree.

# **Transcript Key Addendum**

# Spring 2020-In Progress Grade

In response to the social distancing requirements imposed by Federal, State and Local authorities, Brookdale Community College was required to separate certain in-person labs and hands-on activities, from lectures and coursework that could be delivered online in a remote environment. For those courses in which the entirety of the course could not be completed during the Spring term, but will be completed on a future date, the College has provided students with an **IP-In Progress** grade. This grade does not count towards the student's Grade Point Average for the term or in cumulative calculations.

At the completion of all necessary coursework students with an IP-In Progress grade will receive an updated course grade, following our normal grading policies and assignments.

Eleanor J Glazewski

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Registrar