Washington State

Standardized

High School Transcript

For Students with Graduation Requirements Years of 2020 and Beyond

Chris Reykdal

State Superintendent of Public Instruction

Developer / User Guide

Edition 7.2

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Office of Superintendent of Public Instruction

Old Capitol Building

P.O. Box 47200

Olympia, WA 98504-7200

For more information about the contents of this document, please contact:

AskSI@k12.wa.us

Phone (360) 725-6358

This document is available online at:

https://www.k12.wa.us/student-success/graduation/high-school-transcripts

WASHINGTON STATE
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Chris Reykdal

Superintendent of Public Instruction

Deb Came, Ph.D.

Assistant Superintendent, Division of Assessment and Student Information

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Introduction

Washington State public high schools that serve students who are attempting high school credit are required to use the Washington State Standardized High School Transcript (RCW 28A.230.125). This guide provides the specifications for the standardized transcript for students with a Graduation Requirements Year of 2020 and beyond. This guide is only intended for public schools that fall under the supervision of The Office of Superintendent of Public Instruction. Home schools and private schools are not required to follow the same transcript regulations.

In the 2019 legislative session, House Bill (HB) 1599 was passed making several important changes to the Additional State Requirements captured on the Washington State Standardized High School Transcript.

Students with a Graduation Requirements Year prior to 2020 must be provided with a standardized transcript as provided in the High School Transcript Developer User Guide for Graduation Requirement Years Prior to 2020.

This guide has been updated with these changes in order to provide clear guidance to school districts in implementing high school transcript reporting requirements. In addition, this guide is intended to assist the design work and development necessary to produce a successful production of Washington State Standardized High School Transcripts.

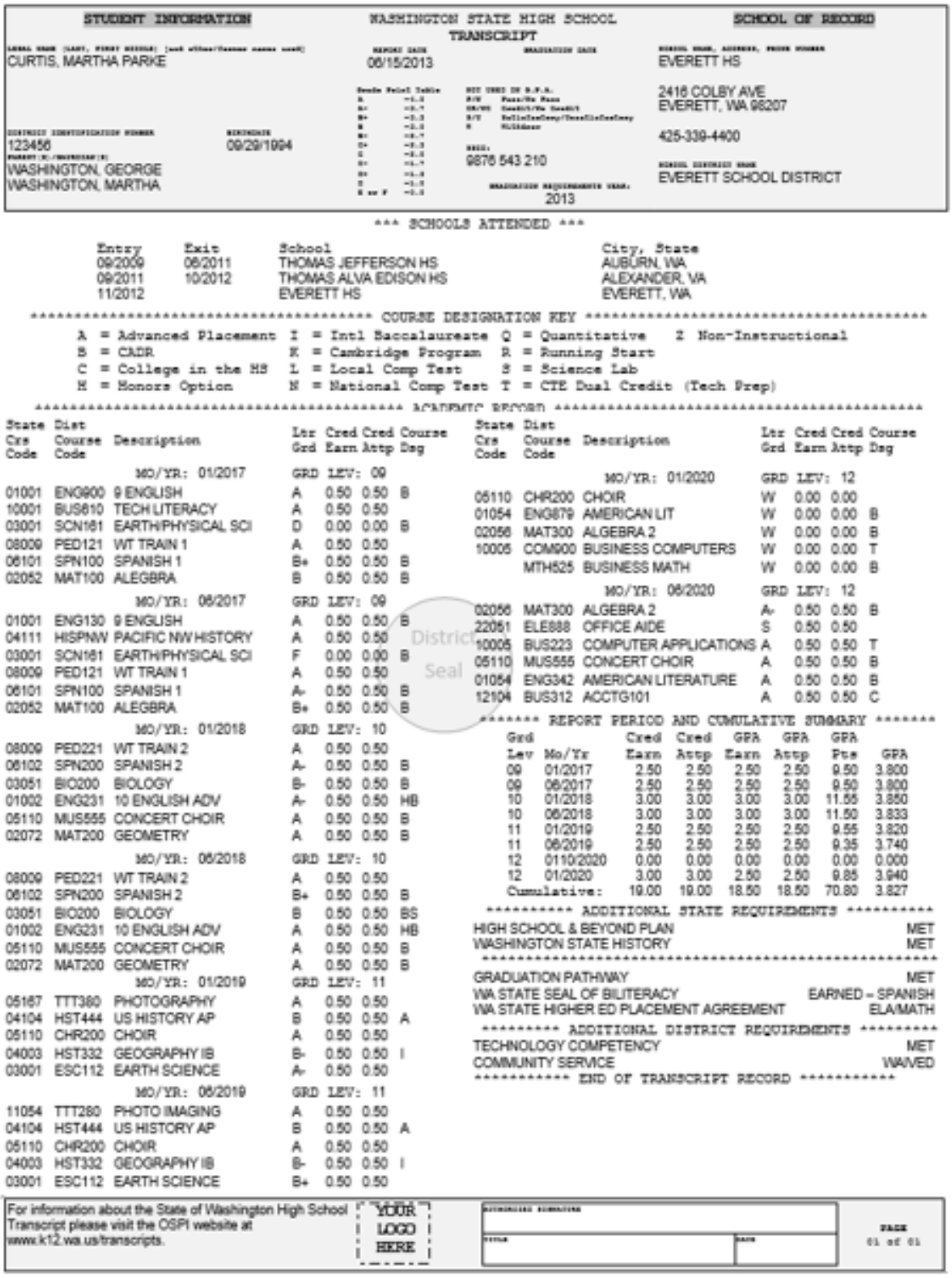
WASHINGTON STATE

Standardized High School Transcript

for Students with Graduation Requirements Years of 2020 and Beyond

Developer / User Guide

Snapshot of High School Transcript, for Students with Graduation Requirement Years of 2020 and Beyond



STUDENT INFORMATION

CURTIS, MARTHA PARKE

123456

09/29/1994

WASHINGTON, GEORGE
WASHINGTON, MARTHA

WASHINGTON STATE HIGH SCHOOL TRANSCRIPT

06/15/2013

9876 543 210

2013

SCHOOL OF RECORD

EVERETT HS

2416 COLBY AVE
EVERETT, WA 98207

425-339-4400

EVERETT SCHOOL DISTRICT

*** SCHOOLS ATTENDED ***

Entry	Exit	School	City, State
09/2009	06/2011	THOMAS JEFFERSON HS	AUBURN, WA
09/2011	10/2012	THOMAS ALVA EDISON HS	ALEXANDER, VA
11/2012		EVERETT HS	EVERETT, WA

********** COURSE DESIGNATION KEY **********

A = Advanced Placement
B = CADR
C = College in the HS
H = Honors Option
I = Intl Baccalaureate
K = Cambridge Program
L = Local Comp Test
N = National Comp Test
Q = Quantitative
R = Running Start
S = Science Lab
T = CTE Dual Credit (Tech Prep)
Z = Non-Instructional

********** ACADEMIC RECORD **********

State Crs Code	Dist Course Code	Description	Ltr Grd	Cred Earn	Cred Attp	Course Dsg
		MO/YR: 01/2017	GRD LEV: 09			
01001	ENG900	9 ENGLISH	A	0.50	0.50	B
10001	BUS610	TECH LITERACY	A	0.50	0.50	
03001	SCN161	EARTH/PHYSICAL SCI	D	0.00	0.00	B
08009	PED121	WT TRAIN 1	A	0.50	0.50	
06101	SPN100	SPANISH 1	B+	0.50	0.50	B
02052	MAT100	ALEGBRA	B	0.50	0.50	B
		MO/YR: 06/2017	GRD LEV: 09			
01001	ENG130	9 ENGLISH	A	0.50	0.50	B
04111	HISPNW	PACIFIC NW HISTORY	A	0.50	0.50	
03001	SCN161	EARTH/PHYSICAL SCI	F	0.00	0.00	B
08009	PED121	WT TRAIN 1	A	0.50	0.50	
06101	SPN100	SPANISH 1	A-	0.50	0.50	B
02052	MAT100	ALEGBRA	B+	0.50	0.50	B
		MO/YR: 01/2018	GRD LEV: 10			
08009	PED221	WT TRAIN 2	A	0.50	0.50	
06102	SPN200	SPANISH 2	A-	0.50	0.50	B
03051	BIO200	BIOLOGY	B-	0.50	0.50	B
01002	ENG231	10 ENGLISH ADV	A-	0.50	0.50	HB
05110	MUS555	CONCERT CHOIR	A	0.50	0.50	B
02072	MAT200	GEOMETRY	A	0.50	0.50	B
		MO/YR: 06/2018	GRD LEV: 10			
08009	PED221	WT TRAIN 2	A	0.50	0.50	
06102	SPN200	SPANISH 2	B+	0.50	0.50	B
03051	BIO200	BIOLOGY	B	0.50	0.50	BS
01002	ENG231	10 ENGLISH ADV	A	0.50	0.50	HB
05110	MUS555	CONCERT CHOIR	A	0.50	0.50	B
02072	MAT200	GEOMETRY	A	0.50	0.50	B
		MO/YR: 01/2019	GRD LEV: 11			
05167	TTT380	PHOTOGRAPHY	A	0.50	0.50	
04104	HST444	US HISTORY AP	B	0.50	0.50	A
05110	CHR200	CHOIR	A	0.50	0.50	
04003	HST332	GEOGRAPHY IB	B-	0.50	0.50	I
03001	ESC112	EARTH SCIENCE	A-	0.50	0.50	
		MO/YR: 06/2019	GRD LEV: 11			
11054	TTT280	PHOTO IMAGING	A	0.50	0.50	
04104	HST444	US HISTORY AP	B	0.50	0.50	A
05110	CHR200	CHOIR	A	0.50	0.50	
04003	HST332	GEOGRAPHY IB	B-	0.50	0.50	I
03001	ESC112	EARTH SCIENCE	B+	0.50	0.50	
05110	CHR200	CHOIR	W	0.00	0.00	
01054	ENG879	AMERICAN LIT	W	0.00	0.00	B
02056	MAT300	ALGEBRA 2	W	0.00	0.00	B
10005	COM900	BUSINESS COMPUTERS	W	0.00	0.00	T
	MTH525	BUSINESS MATH	W	0.00	0.00	B
		MO/YR: 01/2020	GRD LEV: 12			
02056	MAT300	ALGEBRA 2	A-	0.50	0.50	B
22051	ELE888	OFFICE AIDE	S	0.50	0.50	
10005	BUS223	COMPUTER APPLICATIONS	A	0.50	0.50	T
05110	MUS555	CONCERT CHOIR	A	0.50	0.50	B
01054	ENG342	AMERICAN LITERATURE	A	0.50	0.50	B
12104	BUS312	ACCTG101	A	0.50	0.50	C
		MO/YR: 06/2020	GRD LEV: 12			

******* REPORT PERIOD AND CUMULATIVE SUMMARY *******

Grd Lev	Mo/Yr	Cred Earn	Cred Attp	GPA Earn	GPA Attp	GPA Pts	GPA
09	01/2017	2.50	2.50	2.50	2.50	9.50	3.800
09	06/2017	2.50	2.50	2.50	2.50	9.50	3.800
10	01/2018	3.00	3.00	3.00	3.00	11.55	3.850
10	06/2018	3.00	3.00	3.00	3.00	11.50	3.833
11	01/2019	2.50	2.50	2.50	2.50	9.55	3.820
11	06/2019	2.50	2.50	2.50	2.50	9.35	3.740
12	01\10/2020	0.00	0.00	0.00	0.00	0.00	0.000
12	01/2020	3.00	3.00	2.50	2.50	9.85	3.940
Cumulative:		19.00	19.00	18.50	18.50	70.80	3.827

********** ADDITIONAL STATE REQUIREMENTS **********

HIGH SCHOOL & BEYOND PLAN — MET
WASHINGTON STATE HISTORY — MET

GRADUATION PATHWAY — MET
WA STATE SEAL OF BILITERACY — EARNED – SPANISH
WA STATE HIGHER ED PLACEMENT AGREEMENT — ELA/MATH

********* ADDITIONAL DISTRICT REQUIREMENTS *********

TECHNOLOGY COMPETENCY — MET
COMMUNITY SERVICE — WAIVED

********** END OF TRANSCRIPT RECORD **********

For information about the State of Washington High School Transcript please visit the OSPI website at www.k12.wa.us/transcripts.

YOUR LOGO HERE

PAGE 01 of 01

Fig. 1

Conventions of this guide:

Items found in parentheses () are implied information. Explicit headings or descriptors for the data element that is enclosed in parentheses are thought to be unnecessary.

In formatting, the use of ellipsis in describing a data element's format indicates that the data type is of variable length from 1 to the maximum length of field.

For example:

X… would be the format for SCHOOL NAME where the school's name could be of one or more characters.

2 Layout

The transcript document has three primary sections; a header, a body and a footer.

An overall theme to the layout is that if a data element does not apply to a student, the data element and associated headings for the data element should not be printed. For example, students who have earned a CAA or a CIA should only have one or the other of the CAA/CIA determinations printed on the transcript, and students who have not earned either should not have either determination printed on the transcript (see the data element sections for these two elements for more information).

Header

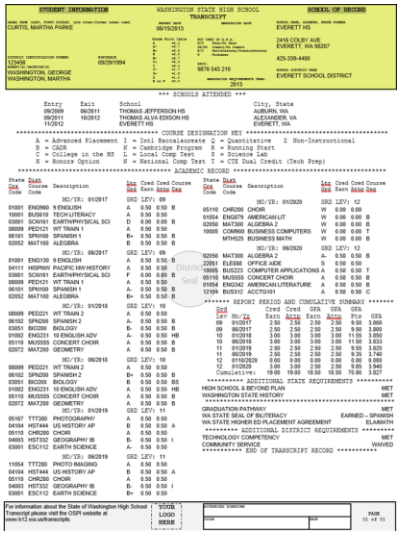


Fig. 2-a

Body

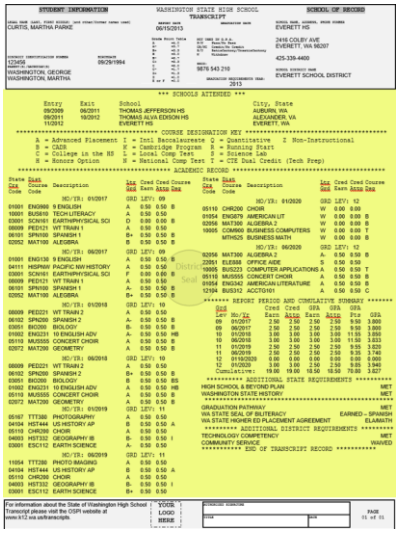


Fig. 2-b

Footer

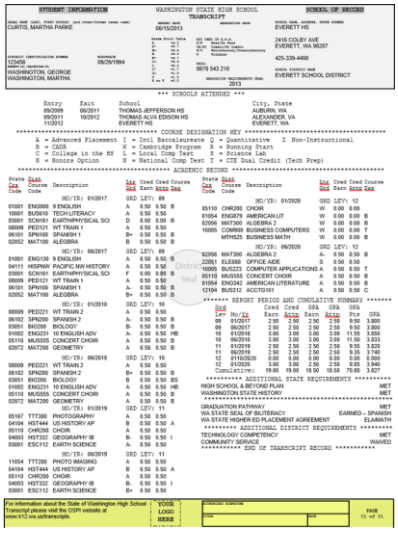


Fig. 2-c

Fonts:

The target font to layout the document for variable data is Courier®.

The target font to layout the document for form data is Arial®.

These fonts were chosen to accommodate both laser printers and line printers, keeping the look and feel of the document relatively the same regardless of the print technology used to produce the document.

Please note: Due to variations in printer technologies some size parameters provided within this guide are approximations. Where data element size can be approximated these elements will be so indicated. Data elements that are fixed in size will be indicated only by the absolute size of the element.

Type Case:

The variable data stream elements found in this document have type case parameters. In general, for headings of sections and subsections the type case is all upper case, heading elements within sections or subsections are of mixed case (first character of each word or word abbreviation is upper case and the rest of the word or word abbreviation is lower case), all upper case is used for non-heading data (e.g., the actual student's legal name would be in all upper case).

Paper Stock:

Transcript paper must be white in color and 8.5x11 inches in size.

There is no requirement to use 'secure paper' when producing printed transcripts.

The recommended minimum paper specification is as follows:

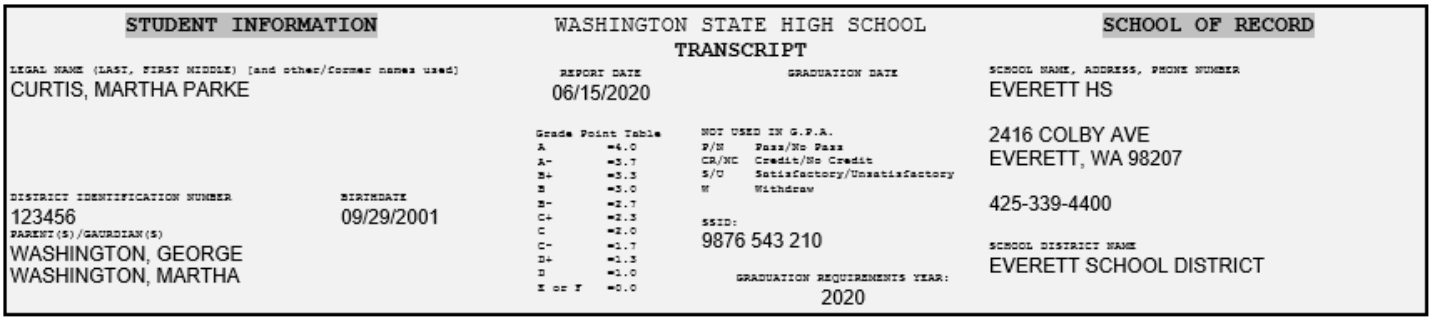
- 20lb
- 8.5x11 inches
- 84 brightness
- White
- Standard Business paper

Shading:

The color of the shaded areas should be gray. There is no specification for the degree of shading on the printed document for areas that are shaded on the form. It is recommended that the degree of shading be kept very light. This recommendation is to address the possible business need to FAX a transcript without having the information in the shaded area turn to black by some FAX machines.

2.1 Header

The header section of the Washington State Standardized High School Transcript is comprised of STUDENT INFORMATION, SCHOOL OF RECORD information and administrative information.



STUDENT INFORMATION

LEGAL NAME (LAST, FIRST MIDDLE) [and other/former names used]
CURTIS, MARTHA PARKE

DISTRICT IDENTIFICATION NUMBER
123456

BIRTHDATE
09/29/2001

PARENT(S)/GAURDIAN(S)
WASHINGTON, GEORGE
WASHINGTON, MARTHA

WASHINGTON STATE HIGH SCHOOL TRANSCRIPT

REPORT DATE
06/15/2020

GRADUATION DATE

Grade Point Table

A	=4.0
A-	=3.7
B+	=3.3
B	=3.0
B-	=2.7
C+	=2.3
C	=2.0
C-	=1.7
D+	=1.3
D	=1.0
E or F	=0.0

NOT USED IN G.P.A.

P/N	Pass/No Pass
CR/NC	Credit/No Credit
S/U	Satisfactory/Unsatisfactory
W	Withdraw

SSID:
9876 543 210

GRADUATION REQUIREMENTS YEAR:
2020

SCHOOL OF RECORD

SCHOOL NAME, ADDRESS, PHONE NUMBER
EVERETT HS

2416 COLBY AVE
EVERETT, WA 98207

425-339-4400

SCHOOL DISTRICT NAME
EVERETT SCHOOL DISTRICT

Fig. 2.1

2.1.1 STUDENT INFORMATION Section

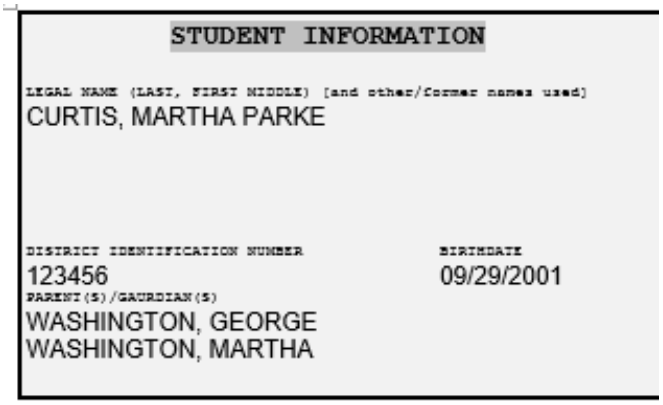


Fig. 2.1.1

Description: The STUDENT INFORMATION section contains data elements that describe student demographic information.

Notes: The heading for this section should be found on the pre-printed form or on the forms overlay.

2.1.1.1 LEGAL NAME

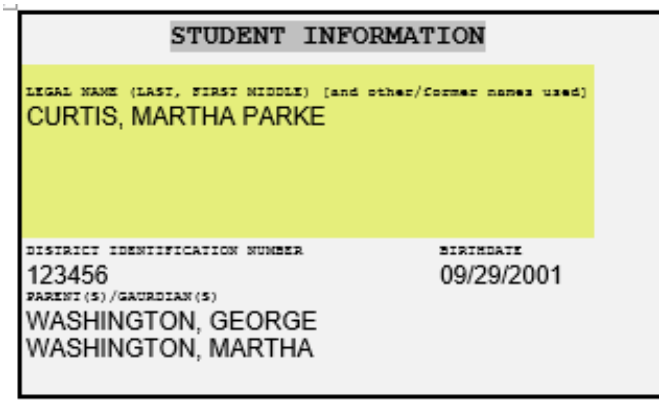


Fig. 2.1.1.1

Data Type: Character **Length:** approx. 36 **Number of Lines**: approx. 5

Format: X..., X… X…

Description: The student's legal name including their last name, first name and if applicable their middle name(s) or middle initial(s) and other or former names used. The layout should be as follows: Last Name (including suffix if applicable), First Name MI.

Business Rules: All known current and former legal names should be printed in the space provided as well as other names used.

Notes: Space is provisioned on the document to include the student's current legal name as well as any known former legal names they may have been known by in the past as well as other/former names used. Where former names are known but it is not legally allowed to release said name(s), do not provided these names (e.g., witness relocation protection).

Example: CURTIS III, ROGER PARKE

2.1.1.2 DISTRICT IDENTIFICATION NUMBER

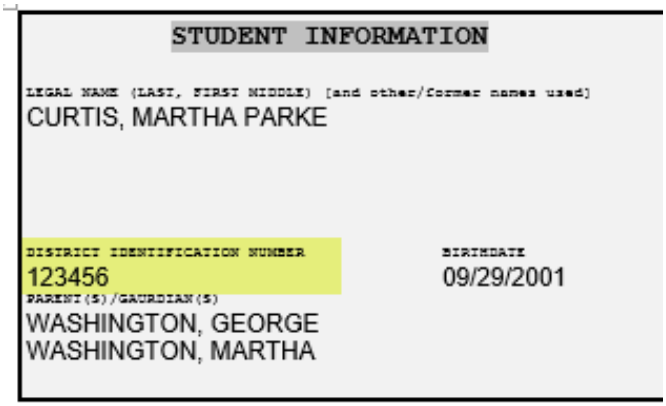


Fig. 2.1.1.2

Data Type: Character **Length:** approx. 23 **Number of Lines**: approx. 1

Format: X…

Description: The student's district student identification number (if applicable).

Business Rules:

Notes: This is not the State Student Identification Number (SSID).

Example: 123456

2.1.1.3 BIRTHDATE

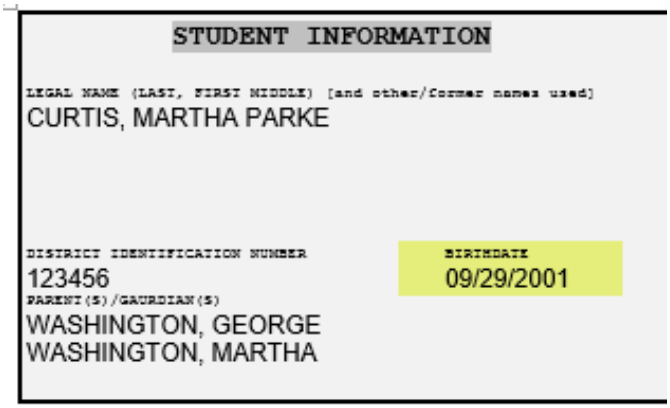


Fig. 2.1.1.3

Data Type: Date **Length:** 10 **Number of Lines**: 1

Format: MM/DD/YYYY

Description: The student's birthdate.

Business Rules:

Notes:

Example: 09/29/2001

2.1.1.4 PARENT(S)/GUARDIAN(S)

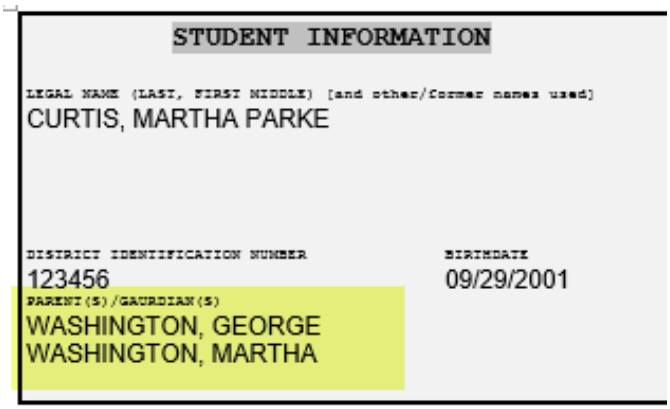


Fig. 2.1.1.4

Data Type: Character **Length:** approx. 36 **Number of Lines**: 2

Format: X…, X… X…

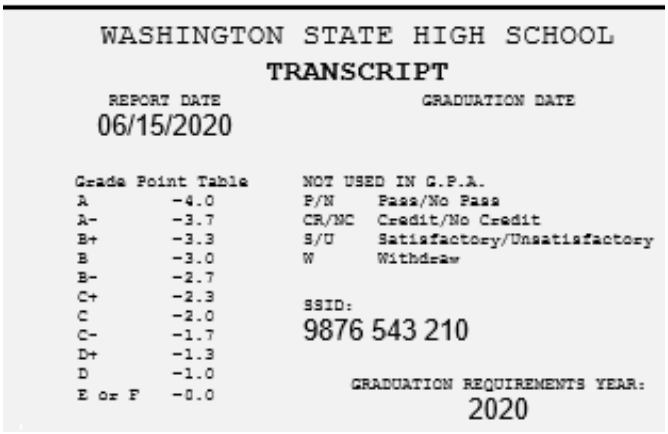
Description: The student's parent's name(s) and/or the student's guardian's name(s) including their last name, first name and if applicable middle name(s) or middle initial(s).

Business Rules:

Notes:

Example: WASHINGTON, GEORGE

2.1.2 (ADMINISTRATIVE INFORMATION) Section


WASHINGTON STATE HIGH SCHOOL
TRANSCRIPT

REPORT DATE
06/15/2020

GRADUATION DATE

Grade Point Table

A	-4.0
A-	-3.7
B+	-3.3
B	-3.0
B-	-2.7
C+	-2.3
C	-2.0
C-	-1.7
D+	-1.3
D	-1.0
E or F	-0.0

NOT USED IN G.P.A.

P/N	Pass/No Pass
CR/NC	Credit/No Credit
S/U	Satisfactory/Unsatisfactory
W	Withdraw

SSID:
9876 543 210

GRADUATION REQUIREMENTS YEAR:
2020

Fig. 2.1.2

Description: The administrative information section contains data elements that describe information useful for time alignment of transcript data information (e.g., you have two transcripts for the same student, which one is the most current?) as well as table references for grades (the Grade Point Table).

Notes: There is no heading for this section. The Document Title (Washington State High School Transcript), Grade Point Table, and elements NOT USED IN G.P.A. should be found on the pre-printed form or on the forms overlay.

2.1.2.1 REPORT DATE

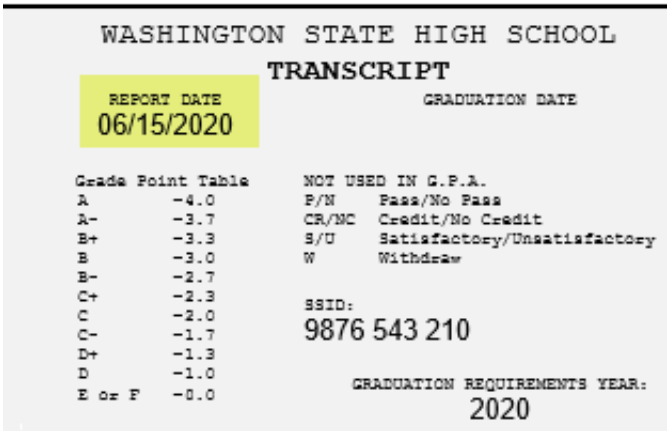

WASHINGTON STATE HIGH SCHOOL
TRANSCRIPT
REPORT DATE
06/15/2020
GRADUATION DATE
Grade Point Table
A -4.0
A- -3.7
B+ -3.3
B -3.0
B- -2.7
C+ -2.3
C -2.0
C- -1.7
D+ -1.3
D -1.0
E or F -0.0
NOT USED IN G.P.A.
P/N Pass/No Pass
CR/NC Credit/No Credit
S/U Satisfactory/Unsatisfactory
W Withdraw
SSID:
9876 543 210
GRADUATION REQUIREMENTS YEAR:
2020

Fig. 2.1.2.1

Data Type: Date **Length:** 10 **Number of Lines**: 1

Format: MM/DD/YYYY

Description: The date the transcript was generated and/or printed.

Business Rules:

Notes:

Example: 06/15/2020

2.1.2.2 GRADUATION DATE

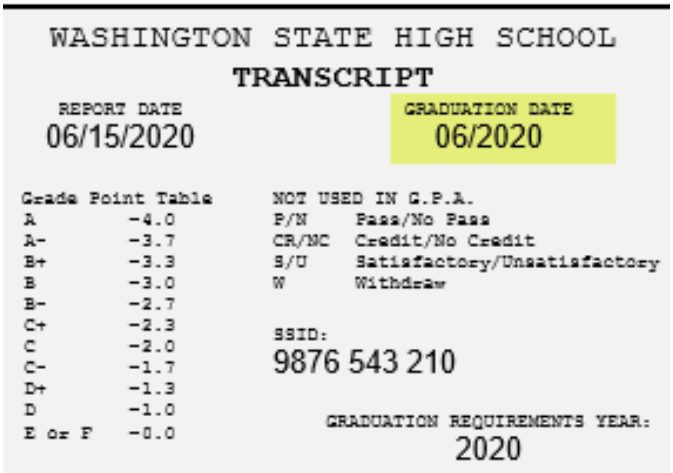

WASHINGTON STATE HIGH SCHOOL
TRANSCRIPT
REPORT DATE
06/15/2020
GRADUATION DATE
06/2020
Grade Point Table
A -4.0
A- -3.7
B+ -3.3
B -3.0
B- -2.7
C+ -2.3
C -2.0
C- -1.7
D+ -1.3
D -1.0
E or F -0.0
NOT USED IN G.P.A.
P/N Pass/No Pass
CR/NC Credit/No Credit
S/U Satisfactory/Unsatisfactory
W Withdraw
SSID:
9876 543 210
GRADUATION REQUIREMENTS YEAR:
2020

Fig. 2.1.2.2

Data Type: Date **Length:** 7 **Number of Lines**: 1

Format: MM/YYYY

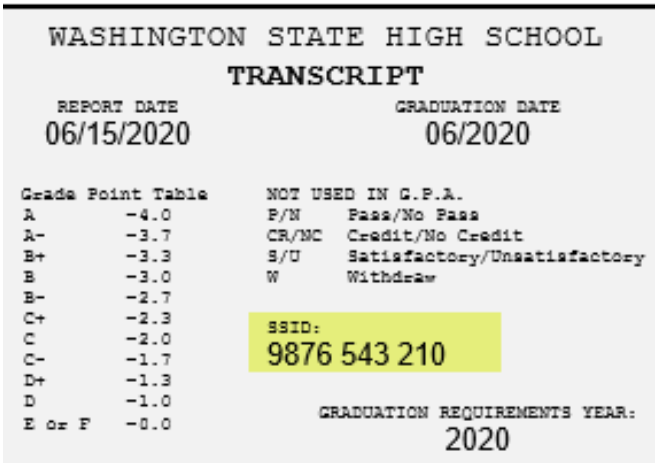
Description: The date the student graduated, including the month and year.

Business Rules: Only to be printed when a student has graduated from high school; otherwise, do not print this element. Once this graduation date is printed on the transcript, there should not be additional high school credits added to this transcript record. If the student continues to take high school courses for credit, then the student is an “enrolled student” per WAC 392-121-106. A student who has “graduated” is considered an enrollment exclusion per WAC 392-121-108.

Notes:

Example: 06/2020

2.1.2.3 State Student ID (SSID)


WASHINGTON STATE HIGH SCHOOL
TRANSCRIPT

REPORT DATE
06/15/2020

GRADUATION DATE
06/2020

Grade Point Table

A	-4.0
A-	-3.7
B+	-3.3
B	-3.0
B-	-2.7
C+	-2.3
C	-2.0
C-	-1.7
D+	-1.3
D	-1.0
E or F	-0.0

NOT USED IN G.P.A.

P/N	Pass/No Pass
CR/NC	Credit/No Credit
S/U	Satisfactory/Unsatisfactory
W	Withdraw

SSID:
9876 543 210

GRADUATION REQUIREMENTS YEAR:
2020

Fig. 2.1.2.3

Data Type: Character **Length:** 12 **Number of Lines**: 1

Format: #### ### ###

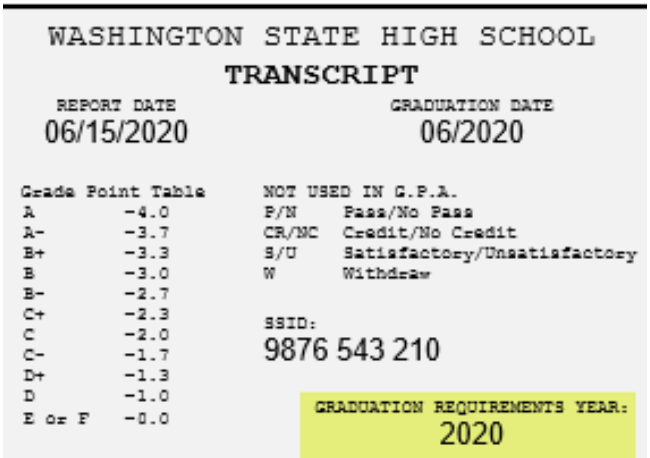
Description: The State Student ID (SSID) assigned to the student through the OSPI data reporting process.

Business Rules:

Notes:

Example: 9876 543 210

2.1.2.4 GRADUATION REQUIREMENTS YEAR


WASHINGTON STATE HIGH SCHOOL
TRANSCRIPT

REPORT DATE
06/15/2020

GRADUATION DATE
06/2020

Grade Point Table

A	-4.0
A-	-3.7
B+	-3.3
B	-3.0
B-	-2.7
C+	-2.3
C	-2.0
C-	-1.7
D+	-1.3
D	-1.0
E or F	-0.0

NOT USED IN G.P.A.

P/N	Pass/No Pass
CR/NC	Credit/No Credit
S/U	Satisfactory/Unsatisfactory
W	Withdraw

SSID:
9876 543 210

GRADUATION REQUIREMENTS YEAR:
2020

Fig. 2.1.2.4

Data Type: Character **Length:** 4 **Number of Lines**: 1

Format: YYYY

Description: The year for which the student is held accountable for meeting the requirements of graduation.

Business Rules:

Notes:

Example: 2020

2.1.3 SCHOOL OF RECORD Section

Fig. 2.1.3

Description: The SCHOOL OF RECORD section contains data elements that describe contact information related to the school issuing the transcript. Must include school name, address and phone number.

Notes: The heading for this section should be found on the pre-printed form or on the forms overlay.

2.1.3.1 SCHOOL NAME

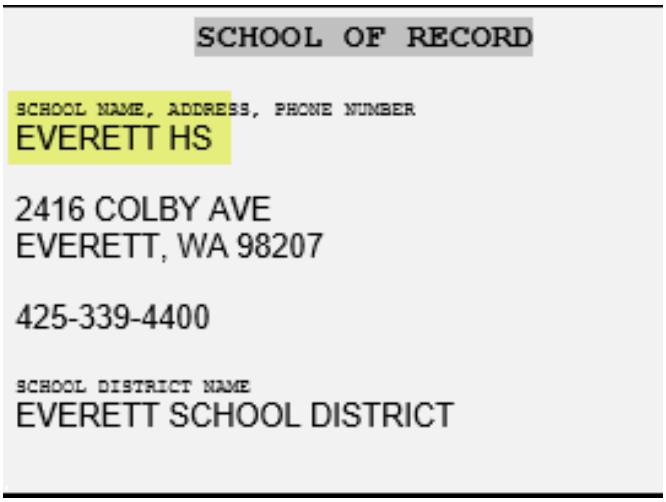


Fig. 2.1.3.1

Data Type: Character **Length:** approx. 32 **Number of Lines**: 1

Format: X…

Description: The name of the school issuing the transcript.

Business Rules:

Notes:

Example: Everett HS

2.1.3.2 SCHOOL ADDRESS

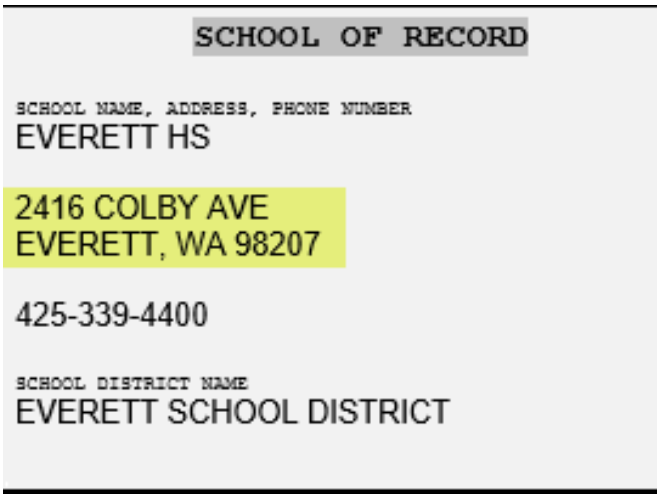


Fig. 2.1.3.2

Data Type: Character **Length:** approx. 32 **Number of Lines**: 4

Format:

2.1.2.2.1 (ADDRESS LINE 1): X…
2.1.2.2.1 (ADDRESS LINE 2): X…
2.1.2.2.1 (ADDRESS LINE 3): X…
2.1.2.2.1 (ADDRESS LINE 4): X…, X… #... [City, State Zip Code(+4)]

Description: The address of the school issuing the transcript.

Business Rules: Address Line 4 can become Address Line 3 or Address Line 2 in the event that these are not used for other address data (compressing the address lines).

Notes:

Example:

		14467 WESTBROOK DRIVE
2416 COLBY AVE	123 WEST WAY	SUITE 65
EVERETT, WA 98201	PO BOX 7360	ATTN: RECORDS DEPT
	YELM, WA 98597	EVERETT, WA 98201

2.1.3.3 SCHOOL PHONE NUMBER

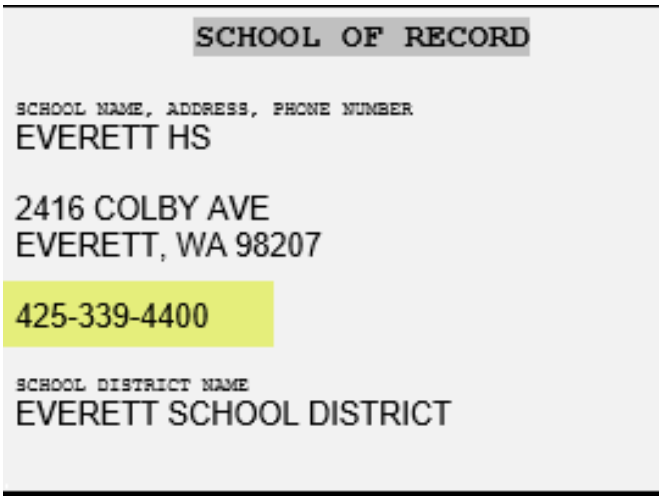


Fig. 2.1.3.3

Data Type: Character **Length:** approx. 12 **Number of Lines**: 1

Format: X…

Description: The phone number of the school issuing the transcript.

Business Rules:

Notes:

Example: 425-339-4400

2.1.3.4 SCHOOL DISTRICT NAME

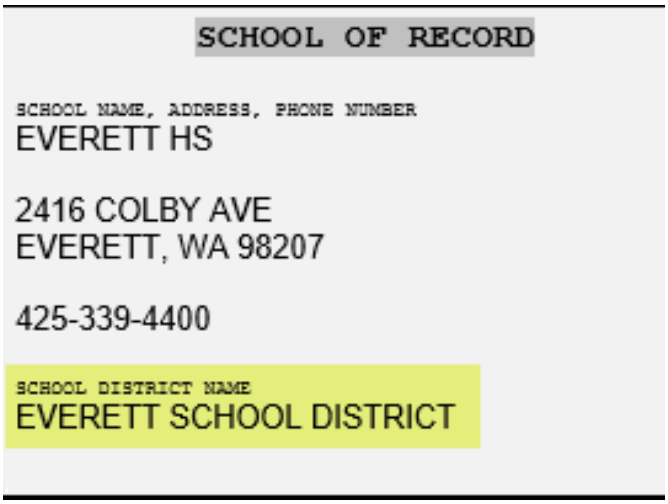


Fig. 2.1.3.4

Data Type: Character **Length:** approx. 32 **Number of Lines**: 1

Format: X…

Description: The name of the school district issuing the transcript.

Business Rules:

Notes:

Example: EVERETT SCHOOL DISTRICT

2.2 Body

The Body of the Washington State Standardized High School Transcript is composed of two sections.

The first is the SCHOOLS ATTENDED section.

This section has a heading of the following format:

*** SCHOOLS ATTENDED ***

The second is the (ACADEMIC RECORD, REPORT PERIOD AND CUMULATIVE SUMMARY, ADDITIONAL STATE REQUIREMENTS, and optional ADDITIONAL DISTRICT REQUIREMENTS) section; this section is composed of two columns.

There are several sub-sections in this section each having its own heading of the following format:

… HEADING *…*

Reporting period is used throughout this section and should be reported as the last month and year of the reporting period.

*** SCHOOLS ATTENDED ***

Entry	Exit	School	City, State
09/2009	06/2011	THOMAS JEFFERSON HS	AUBURN, WA
09/2011	10/2012	THOMAS ALVA EDISON HS	ALEXANDER, VA
11/2012		EVERETT HS	EVERETT, WA

********** COURSE DESIGNATION KEY **********

A = Advanced Placement
B = CADR
C = College in the HS
H = Honors Option
I = Intl Baccalaureate
K = Cambridge Program
L = Local Comp Test
N = National Comp Test
Q = Quantitative
R = Running Start
S = Science Lab
T = CTE Dual Credit (Tech Prep)
Z = Non-Instructional

********** ACADEMIC RECORD **********

State Crs Code	Dist Course Code	Description	Ltr Grd	Cred Earn	Cred Attp	Course Dsg
		MO/YR: 01/2017	GRD LEV: 09			
01001	ENG900	9 ENGLISH	A	0.50	0.50	B
10001	BUS610	TECH LITERACY	A	0.50	0.50	
03001	SCN161	EARTH/PHYSICAL SCI	D	0.00	0.00	B
08009	PED121	WT TRAIN 1	A	0.50	0.50	
06101	SPN100	SPANISH 1	B+	0.50	0.50	B
02052	MAT100	ALEGBRA	B	0.50	0.50	B
		MO/YR: 06/2017	GRD LEV: 09			
01001	ENG130	9 ENGLISH	A	0.50	0.50	B
04111	HISPNW	PACIFIC NW HISTORY	A	0.50	0.50	
03001	SCN161	EARTH/PHYSICAL SCI	F	0.00	0.00	B
08009	PED121	WT TRAIN 1	A	0.50	0.50	
06101	SPN100	SPANISH 1	A-	0.50	0.50	B
02052	MAT100	ALEGBRA	B+	0.50	0.50	B
		MO/YR: 01/2018	GRD LEV: 10			
08009	PED221	WT TRAIN 2	A	0.50	0.50	
06102	SPN200	SPANISH 2	A-	0.50	0.50	B
03051	BIO200	BIOLOGY	B-	0.50	0.50	B
01002	ENG231	10 ENGLISH ADV	A-	0.50	0.50	HB
05110	MUS555	CONCERT CHOIR	A	0.50	0.50	B
02072	MAT200	GEOMETRY	A	0.50	0.50	B
		MO/YR: 06/2018	GRD LEV: 10			
08009	PED221	WT TRAIN 2	A	0.50	0.50	
06102	SPN200	SPANISH 2	B+	0.50	0.50	B
03051	BIO200	BIOLOGY	B	0.50	0.50	BS
01002	ENG231	10 ENGLISH ADV	A	0.50	0.50	HB
05110	MUS555	CONCERT CHOIR	A	0.50	0.50	B
02072	MAT200	GEOMETRY	A	0.50	0.50	B
		MO/YR: 01/2019	GRD LEV: 11			
05167	TTT380	PHOTOGRAPHY	A	0.50	0.50	
04104	HST444	US HISTORY AP	B	0.50	0.50	A
05110	CHR200	CHOIR	A	0.50	0.50	
04003	HST332	GEOGRAPHY IB	B-	0.50	0.50	I
03001	ESC112	EARTH SCIENCE	A-	0.50	0.50	
		MO/YR: 06/2019	GRD LEV: 11			
11054	TTT280	PHOTO IMAGING	A	0.50	0.50	
04104	HST444	US HISTORY AP	B	0.50	0.50	A
05110	CHR200	CHOIR	A	0.50	0.50	
04003	HST332	GEOGRAPHY IB	B-	0.50	0.50	I
03001	ESC112	EARTH SCIENCE	B+	0.50	0.50	
		MO/YR: 01/2020	GRD LEV: 12			
05110	CHR200	CHOIR	W	0.00	0.00	
01054	ENG879	AMERICAN LIT	W	0.00	0.00	B
02056	MAT300	ALGEBRA 2	W	0.00	0.00	B
10005	COM900	BUSINESS COMPUTERS	W	0.00	0.00	T
	MTH525	BUSINESS MATH	W	0.00	0.00	B
		MO/YR: 06/2020	GRD LEV: 12			
02056	MAT300	ALGEBRA 2	A-	0.50	0.50	B
22051	ELE888	OFFICE AIDE	S	0.50	0.50	
10005	BUS223	COMPUTER APPLICATIONS	A	0.50	0.50	T
05110	MUS555	CONCERT CHOIR	A	0.50	0.50	B
01054	ENG342	AMERICAN LITERATURE	A	0.50	0.50	B
12104	BUS312	ACCTG101	A	0.50	0.50	C

District Seal

******* REPORT PERIOD AND CUMULATIVE SUMMARY *******

Grd Lev	Mo/Yr	Cred Earn	Cred Attp	GPA Earn	GPA Attp	GPA Pts	GPA
09	01/2017	2.50	2.50	2.50	2.50	9.50	3.800
09	06/2017	2.50	2.50	2.50	2.50	9.50	3.800
10	01/2018	3.00	3.00	3.00	3.00	11.55	3.850
10	06/2018	3.00	3.00	3.00	3.00	11.50	3.833
11	01/2019	2.50	2.50	2.50	2.50	9.55	3.820
11	06/2019	2.50	2.50	2.50	2.50	9.35	3.740
12	0110/2020	0.00	0.00	0.00	0.00	0.00	0.000
12	01/2020	3.00	3.00	2.50	2.50	9.85	3.940
Cumulative:		19.00	19.00	18.50	18.50	70.80	3.827

********** ADDITIONAL STATE REQUIREMENTS **********

HIGH SCHOOL & BEYOND PLAN	MET
WASHINGTON STATE HISTORY	MET

****

GRADUATION PATHWAY	MET
WA STATE SEAL OF BILITERACY	EARNED – SPANISH
WA STATE HIGHER ED PLACEMENT AGREEMENT	ELA/MATH

********** ADDITIONAL DISTRICT REQUIREMENTS **********

TECHNOLOGY COMPETENCY	MET
COMMUNITY SERVICE	WAIVED

********** END OF TRANSCRIPT RECORD **********

Fig. 2.2

2.2.1 SCHOOLS ATTENDED

*** SCHOOLS ATTENDED ***

Entry	Exit	School	City, State
09/2015	06/2017	THOMAS JEFFERSON HS	AUBURN, WA
09/2017	06/2018	THOMAS ALVA EDISON HS	ALEXANDER, VA
09/2018	06/2020	EVERETT HS	EVERETT, WA

Fig. 2.2.1

Data Type: Character **Length:** 24 **Number of Lines**: 1…

Format: *…* X…X *…*

Description: This section's variable data is composed of, at a minimum, one record, and is limited only by the total number of schools attended by the student.

Business Rules: All schools where high school credit was attempted or earned shall be listed in this section. For example, if the student attended four schools where they attempted high school credit, there would be four records in this section. This is not restricted to high schools; any school where high school credit was attempted shall be listed, including middle schools or other schools where high school level courses are offered and high school credit may be attempted.

This section should be found only on the first page of a multi-page transcript.

This section is a single column of data different from the section and subsections that follow in the body of the document. The schools attended should be listed chronologically by entry date, oldest entry date first. If a single school is attended at two different points of time, then the school will be listed here twice with the corresponding entry dates.

Notes:

Example: *** SCHOOLS ATTENDED ***

2.2.1.1 Entry

*** SCHOOLS ATTENDED ***

Entry	Exit	School	City, State
09/2015	06/2017	THOMAS JEFFERSON HS	AUBURN, WA
09/2017	06/2018	THOMAS ALVA EDISON HS	ALEXANDER, VA
09/2018	06/2020	EVERETT HS	EVERETT, WA

Fig. 2.2.1.1

Data Type: Date **Length:** 7 **Number of Lines**: 1

Format: MM/YYYY

Description: The date the student entered school.

Business Rules:

Notes:

Example: 09/2018

2.2.1.2 Exit

*** SCHOOLS ATTENDED ***

Entry	Exit	School	City, State
09/2015	06/2017	THOMAS JEFFERSON HS	AUBURN, WA
09/2017	06/2018	THOMAS ALVA EDISON HS	ALEXANDER, VA
09/2018	06/2020	EVERETT HS	EVERETT, WA

Fig. 2.2.1.2

Data Type: Date **Length:** 7 **Number of Lines**: 1

Format: MM/YYYY

Description: The date the student exited school.

Business Rules: If the student never exited the school leave this area of the record blank.

Notes:

Example: 11/2004

2.2.1.3 School

*** SCHOOLS ATTENDED ***

Entry	Exit	School	City, State
09/2015	06/2017	THOMAS JEFFERSON HS	AUBURN, WA
09/2017	06/2018	THOMAS ALVA EDISON HS	ALEXANDER, VA
09/2018	06/2020	EVERETT HS	EVERETT, WA

Fig. 2.2.1.3

Data Type: Character **Length:** approx. 32 **Number of Lines**: 1

Format: X…

Description: The name of the school attended where high school credit was attempted.

Business Rules:

Notes:

Example: EVERETT HS

2.2.1.4 City, State

*** SCHOOLS ATTENDED ***

Entry	Exit	School	City, State
09/2015	06/2017	THOMAS JEFFERSON HS	AUBURN, WA
09/2017	06/2018	THOMAS ALVA EDISON HS	ALEXANDER, VA
09/2018	06/2020	EVERETT HS	EVERETT, WA

Fig. 2.2.1.4

Data Type: Character **Length:** approx. 32 **Number of Lines**: 1

Format: X…, X…

Description: The city and state of the school attended where high school credit was attempted.

Business Rules:

Notes:

Example: EVERETT, WA

2.2.2 COURSE DESIGNATION KEY

```
************************************ COURSE DESIGNATION KEY ************************************
     A  = Advanced Placement  I  = Intl Baccalaureate  Q  = Quantitative    Z  Non-Instructional
     B  = CADR                K  = Cambridge Program   R  = Running Start
     C  = College in the HS   L  = Local Comp Test     S  = Science Lab
     H  = Honors Option       N  = National Comp Test  T  = CTE Dual Credit (Tech Prep)
*************************************************** ACADEMIC RECORD ***************************************************
```

Fig. 2.2.2

Data Type: Character **Length:** approx. 106 **Number of Lines**: 3

Format:

Heading: *…* X…X *…*

Data: X = X… X = X…

Description: The list of course designations is comprised of a code-to-description key for the course designation codes that are used for courses in the ACADEMIC RECORD sub-section. Course designations are used in the 'Course Dsg' column of the ACADEMIC RECORD sub-section.

Business Rules:

Courses that are listed as **Advanced Placement (A)** cannot also be any of the following types of courses because of proprietary rights, funding, and other participation requirements.

- Cambridge International (K)
- ~~College in the High School (C)~~
- Honors (H)
- International Baccalaureate (I)
- Local Competency Test (L)
- National Competency Test (N)
- Running Start (R)
- Non-Instructional (Z)

Courses that are listed as **Cambridge International Program (K)** cannot also be any of the following types of courses because of proprietary rights, funding, and other participation requirements.

- Advanced Placement (A)
- ~~College in the High School (C)~~
- Honors (H)
- International Baccalaureate (I)
- Local Competency Test (L)
- National Competency Test (N)
- Running Start (R)

- Non-Instructional (Z)

Courses that are listed as **College in the High School (C)** cannot also be any of the following types of courses because of proprietary rights, funding, and other participation requirements.

- ~~Advanced Placement (A)~~
- Honors (H)
- ~~Cambridge Program (K)~~
- ~~International Baccalaureate (I)~~
- Local Competency Test (L)
- National Competency Test (N)
- Running Start (R)
- CTE Dual Credit (Tech Prep) (T)
- Non-Instructional (Z)

Courses that are listed as **Honors (H)** cannot also be any of the following types of courses because of proprietary rights, funding, and other participation requirements.

- Advanced Placement (A)
- Cambridge International (K)
- College in the High School (C)
- International Baccalaureate (I)
- Local Competency Test (L)
- National Competency Test (N)
- Running Start (R)
- CTE Dual Credit (Tech Prep) (T)
- Non-Instructional (Z)

Courses that are listed as **International Baccalaureate (I)** cannot also be any of the following types of courses because of proprietary rights, funding, and other participation requirements.

- Advanced Placement (A)
- Cambridge International (K)
- ~~College in the High School (C)~~
- Honors (H)
- Local Competency Test (L)
- National Competency Test (N)
- Running Start (R)
- CTE Dual Credit (Tech Prep) (T)
- Non-Instructional (Z)

Courses that are listed as **Local Competency Test (L)** cannot also be any of the following types of courses because of proprietary rights, funding, and other participation requirements.

- Advanced Placement (A)
- Cambridge International (K)
- College in the High School (C)
- Honors (H)
- International Baccalaureate (I)
- National Competency Test (N)
- Running Start (R)
- CTE Dual Credit (Tech Prep) (T)

Courses that are listed as **National Competency Test (N)** cannot also be any of the following types of courses because of proprietary rights, funding, and other participation requirements.

- Advanced Placement (A)
- Cambridge International (K)
- College in the High School (C)
- Honors (H)
- International Baccalaureate (I)
- Local Competency Test (L)
- Running Start (R)
- CTE Dual Credit (Tech Prep) (T)

Courses that are listed as **Running Start (R)** cannot also be any of the following types of courses because of proprietary rights, funding, and other participation requirements.

- Advanced Placement (A)
- Cambridge International (K)
- College in the High School (C)
- Honors (H)
- International Baccalaureate (I)
- Local Competency Test (L)
- National Competency Test (N)
- CTE Dual Credit (Tech Prep) (T)
- Non-Instructional (Z)

Courses that are listed as **CTE Dual Credit (Tech Prep) (T)** cannot also be any of the following types of courses because of proprietary rights, funding, and other participation requirements.

- Cambridge International (K)
- ~~College in the High School (C)~~
- Honors (H)
- International Baccalaureate (I)
- Local Competency Test (L)
- National Competency Test (N)
- Running Start (R)
- Non-Instructional (Z)

Courses that are listed as **Non-Instructional (Z)** cannot also be any of the following types of courses because of proprietary rights, funding, and other participation requirements.

- Advanced Placement (A)
- Cambridge International (K)
- College in the High School (C)
- Honors (H)
- International Baccalaureate (I)
- Running Start (R)
- Science Lab (S)
- CTE Dual Credit (Tech Prep) (T)

Notes: The following additional values may be used beginning in the 2012-2013 school year:

- L = Local Comp Test
- N = National Comp Test
- Q = Quantitative
- S = Science Lab

The following value may be used beginning in the 2015-2016 school year:

- Z = Non-Instructional

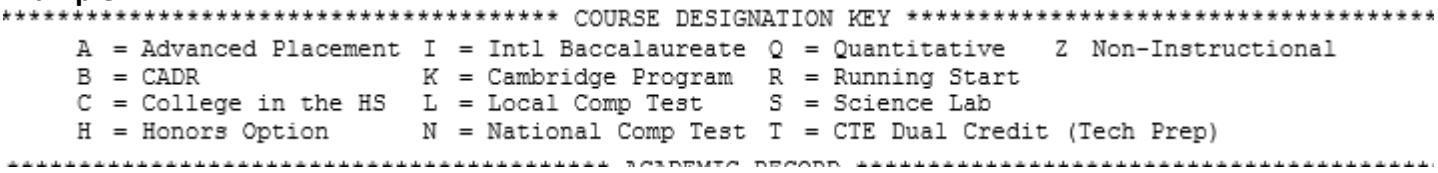
The Cambridge International Program (K) includes the following international curriculum/assessment programs of study offered by University of Cambridge:

- General Certificate of Education (GCE) Advanced (A) and Advanced Subsidiary (AS) level courses
- International General Certificate of Secondary Education (IGCSE) level courses

AP and IB courses must include the official AP or IB course title or abbreviation. This allows receiving institutions to determine the specific AP or IB course. If districts wish to also display their chosen course title, the district may include the official AP or IB course title/abbreviation in brackets either before or after the

district course title. For more information on approved and acceptable official AP course title abbreviations, go to AP Courses and Exams. Approved IB course titles are available in Appendix Q of the CEDARS Manual.

Example:



2.2.3 ACADEMIC RECORD

********** ACADE

State Crs Code	Dist Course Code	Description	Ltr Grd	Cred Earn	Cred Attp	Course Dsg
		MO/YR: 01/2016	GRD LEV: 09			
01001	ENG900	9 ENGLISH	A	0.50	0.50	B
10001	BUS610	TECH LITERACY	A	0.50	0.50	
03001	SCN161	EARTH/PHYSICAL SCI	D	0.00	0.00	B
08009	PED121	WT TRAIN 1	A	0.50	0.50	
06101	SPN100	SPANISH 1	B+	0.50	0.50	B
02052	MAT100	ALEGBRA	B	0.50	0.50	B

Fig. 2.2.3

Data Type: Character **Length:** approx. 105 **Number of Lines**: 1

Format: *…* X…X *…*

Description: The student's academic history for all high school level courses attempted. This section includes all courses in which high school credit was attempted. Courses from which students have withdrawn must be reported as well as completed courses.

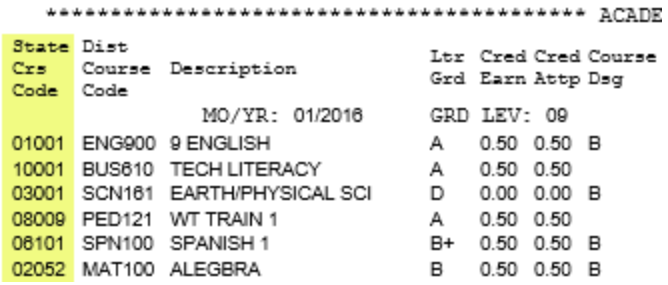
Business Rules: This sub-section is grouped by reporting period, oldest reporting period first, where reporting period is reported as the last month and year of the reporting period. For example, if a school is using semesters for their reporting period there would be two groups of records per year for the regular school year (this would not include a summer school reporting period). Each group would have an associated month and year for each semester with the grade level the student was assigned at the time of the reporting period. Each group would be followed by the course information pertinent to that group's records.

Notes:

Example:

********** ACADEMIC RECORD **********

2.2.3.1 State Crs Code



********** ACADE

State Crs Code	Dist Course Code	Description	Ltr Grd	Cred Earn	Cred Attp	Course Dsg
		MO/YR: 01/2016	GRD	LEV: 09		
01001	ENG900	9 ENGLISH	A	0.50	0.50	B
10001	BUS610	TECH LITERACY	A	0.50	0.50	
03001	SCN161	EARTH/PHYSICAL SCI	D	0.00	0.00	B
08009	PED121	WT TRAIN 1	A	0.50	0.50	
06101	SPN100	SPANISH 1	B+	0.50	0.50	B
02052	MAT100	ALEGBRA	B	0.50	0.50	B

Fig. 2.2.3.1

Data Type: Character

Length: 6

Number of Lines: 1

Format: #####

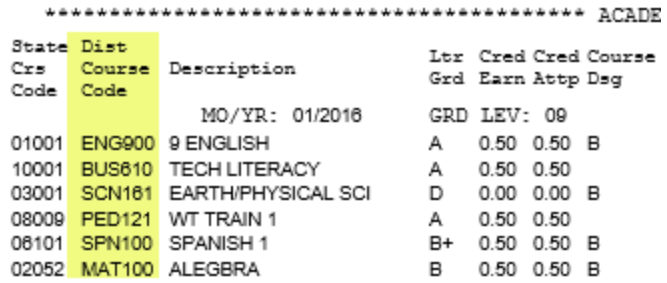
Description: The state course code for the course in which credit was attempted.

Business Rules: The state course code must be included for transfer courses if it can be determined.

Notes:

Example: 01054 or 05110

2.2.3.2 Dist Course Code



********** ACADE

State Crs Code	Dist Course Code	Description	Ltr Grd	Cred Earn	Cred Attp	Course Dsg
		MO/YR: 01/2016	GRD	LEV: 09		
01001	ENG900	9 ENGLISH	A	0.50	0.50	B
10001	BUS610	TECH LITERACY	A	0.50	0.50	
03001	SCN161	EARTH/PHYSICAL SCI	D	0.00	0.00	B
08009	PED121	WT TRAIN 1	A	0.50	0.50	
06101	SPN100	SPANISH 1	B+	0.50	0.50	B
02052	MAT100	ALEGBRA	B	0.50	0.50	B

Fig. 2.2.3.2

Data Type: Character **Length:** 6(…) **Number of Lines**: 1

Format: XXXXXX

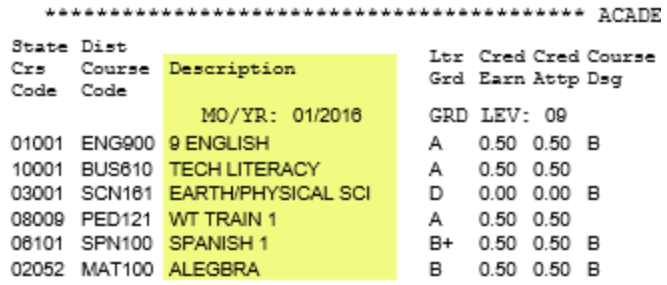
Description: The district course code for the course in which credit was attempted.

Business Rules:

Notes: If your particular student information system uses more than 6 characters for course codes then you will need to shorten the course descriptions (see next data element) to allow room to display the longer course codes. The number of characters by which the course code exceeds the length of 6 is the number of characters that the description will need to be shortened.

Example: ENG879

2.2.3.3 Description



********** ACADE

State Crs Code	Dist Course Code	Description	Ltr Grd	Cred Earn	Cred Attp	Course Dsg
		MO/YR: 01/2016	GRD	LEV:	09	
01001	ENG900	9 ENGLISH	A	0.50	0.50	B
10001	BUS610	TECH LITERACY	A	0.50	0.50	
03001	SCN161	EARTH/PHYSICAL SCI	D	0.00	0.00	B
08009	PED121	WT TRAIN 1	A	0.50	0.50	
06101	SPN100	SPANISH 1	B+	0.50	0.50	B
02052	MAT100	ALEGBRA	B	0.50	0.50	B

Fig. 2.2.3.3

Data Type: Character **Length:** 20 **Number of Lines**: 1

Format: XXXXXXXXXXXXXXXXXXXX

Description: The district course description for the course in which credit was attempted.

Business Rules:

Notes: If the previous data element, Dist Course Code, is longer than 6 characters, this element, Description, will need to be adjusted (shortened) to accommodate the additional space needed for the Dist Course Code element.

If additional room is needed for the Description, the Description may be continued on the line below as long as it is in the same placement/column as the first line. Although this will make the transcript longer, this will maintain the standard format of the transcript.

College in the High School (CHS) courses must provide the college's curriculum abbreviation and course number that identifies the College in the High School approved course as a college course.

Example: MATH204 or ENGL101.

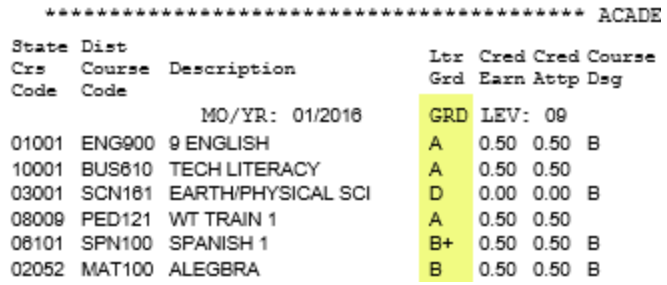
If the course is co-delivered the CHS course title must first provide the college's curriculum abbreviation and course number followed by as much of the other course title as can fit.

Example: ENGL&101 AP Eng Lit. or MATH204 IB Mathe HL
Or
Example: ENGL101& AP English Lit
[AP Eng Lit]

AP and IB courses must include the official AP or IB course title or abbreviation. This allows receiving institutions to determine the specific AP or IB course. If districts wish to also display their chosen course title, the district may include the official AP or IB course title/abbreviation in brackets either before or after the district course title. For more information on approved and acceptable official AP course title abbreviations, go to AP Courses and Exams. Approved AP and IB course titles are available in Appendix Q of the CEDARS Manual.

Example: ENGLISH 4

2.2.3.4 Ltr Grd



State Crs Code	Dist Course Code	Description	Ltr Grd	Cred Earn	Cred Attp	Course Dsg
		MO/YR: 01/2016	GRD	LEV: 09		
01001	ENG900	9 ENGLISH	A	0.50	0.50	B
10001	BUS610	TECH LITERACY	A	0.50	0.50	
03001	SCN161	EARTH/PHYSICAL SCI	D	0.00	0.00	B
08009	PED121	WT TRAIN 1	A	0.50	0.50	
06101	SPN100	SPANISH 1	B+	0.50	0.50	B
02052	MAT100	ALEGBRA	B	0.50	0.50	B

Fig. 2.2.3.4

Data Type: Character **Length:** 2 **Number of Lines**: 1

Format: X± or XX

Description: The letter grade for the course in which credit was attempted.

Business Rules:

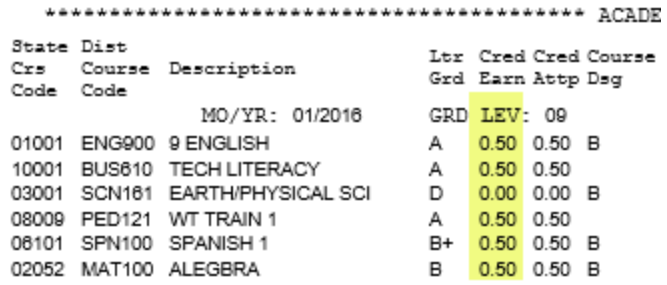
Allowable Values:

A	P	(Pass)
A-	N	(No Pass)
B+	CR	(Credit)
B	NC	(No Credit)
B-	S	(Satisfactory)
C+	U	(Unsatisfactory)
C	W	(Withdraw)
C-		
D+		
D		
E		
F		

Notes: Please see WAC 392-415-050 for more information.

Example: A-

2.2.3.5 Cred Earn



********** ACADE

State Crs Code	Dist Course Code	Description	Ltr Grd	Cred Earn	Cred Attp	Course Dsg
		MO/YR: 01/2016	GRD	LEV:	09	
01001	ENG900	9 ENGLISH	A	0.50	0.50	B
10001	BUS610	TECH LITERACY	A	0.50	0.50	
03001	SCN161	EARTH/PHYSICAL SCI	D	0.00	0.00	B
08009	PED121	WT TRAIN 1	A	0.50	0.50	
06101	SPN100	SPANISH 1	B+	0.50	0.50	B
02052	MAT100	ALEGBRA	B	0.50	0.50	B

Fig. 2.2.3.5

Data Type: Minimum Decimal **Length:** 3,2, Maximum Decimal **Length:** 3,3 **Number of Lines**: 1

Format: #.##

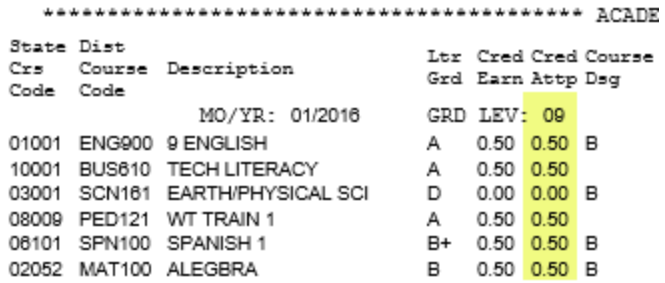
Description: The credits earned for the course in which credit was attempted.

Business Rules: All courses where the letter grade is from the GRADE POINT TABLE shall be included in the calculation of the GPA except if the student has retaken the course for grade improvement. In this case, the replaced course will have 0.00 Credit Earn, the grade may or may not be a passing grade (e.g., 'D'), and that course will not be included in the calculation. Courses with grades found in the NOT TO BE USED IN GPA table may have credits earned, but are not included in the GPA calculation.

Notes:

Example: .50, 1.00 or .513

2.2.3.6 Cred Attp



********** ACADE

State Crs Code	Dist Course Code	Description	Ltr Grd	Cred Earn	Cred Attp	Course Dsg
		MO/YR: 01/2016	GRD	LEV:	09	
01001	ENG900	9 ENGLISH	A	0.50	0.50	B
10001	BUS610	TECH LITERACY	A	0.50	0.50	
03001	SCN161	EARTH/PHYSICAL SCI	D	0.00	0.00	B
08009	PED121	WT TRAIN 1	A	0.50	0.50	
06101	SPN100	SPANISH 1	B+	0.50	0.50	B
02052	MAT100	ALEGBRA	B	0.50	0.50	B

Fig. 2.2.3.6

Data Type: Minimum Decimal **Length:** 3,2, Maximum Decimal **Length:** 3,3 **Number of Lines**: 1

Format: #.##

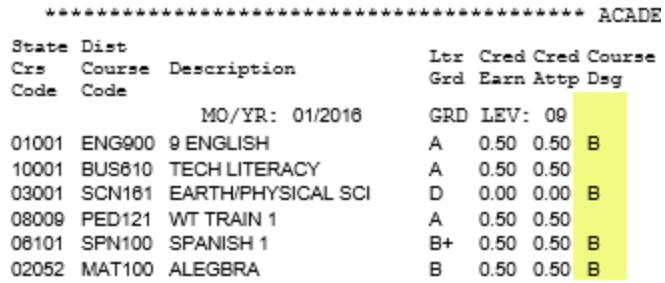
Description: The credits attempted for the course in which credit was attempted.

Business Rules: All courses in which the letter grade is from the GRADE POINT TABLE and the value of 'Cred Attp' is greater than 0.00 shall be included in the calculation of the GPA. If a course was retaken for grade improvement then the replaced course(s) will not be included in the GPA calculation and the credits attempted will be reported as 0.00 on the transcript.

Notes: Counting the credits for previous attempts at a course for letter grade improvement where the letter grade is from the GRADE POINT TABLE is allowable as long as these letter grades are factored into the GPA calculation and the credits attempted for the previous course is reported as greater than 0.00.

Example: .50, 1.00 or .503

2.2.3.7 Course Dsg



********** ACADE

State Crs Code	Dist Course Code	Description	Ltr Grd	Cred Earn	Cred Attp	Course Dsg
		MO/YR: 01/2016	GRD	LEV:	09	
01001	ENG900	9 ENGLISH	A	0.50	0.50	B
10001	BUS610	TECH LITERACY	A	0.50	0.50	
03001	SCN161	EARTH/PHYSICAL SCI	D	0.00	0.00	B
08009	PED121	WT TRAIN 1	A	0.50	0.50	
06101	SPN100	SPANISH 1	B+	0.50	0.50	B
02052	MAT100	ALEGBRA	B	0.50	0.50	B

Fig. 2.2.3.7

Data Type: Character **Length:** 6 **Number of Lines**: 1

Format: X…

Description: The course designation code for the course in which credit was attempted.

Business Rules: Beginning with the graduating class of 2006 each course in which a course designation code is applicable shall have the appropriate course designation code associated with the course.

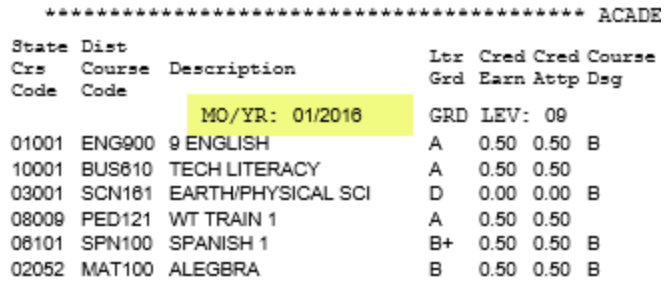
Allowable Values:

A Advanced Placement
B CADR
C College in the HS
H Honors Option
I Intl Baccalaureate
K Cambridge International
L Local Comp Test
N National Comp Test
Q Quantitative
R Running Start
S Science Lab
T CTE Dual Credit (Tech Prep)
Z Non-Instructional

Notes: Helpful resources: Washington Student Achievement Council

Example: T

2.2.3.8 MO/YR



```
****************************************** ACADE

State Dist                                  Ltr  Cred Cred Course
Crs   Course  Description                   Grd  Earn Attp Dsg
Code  Code
                  MO/YR:  01/2016           GRD  LEV:  09
01001 ENG900  9 ENGLISH                     A    0.50  0.50  B
10001 BUS610  TECH LITERACY                 A    0.50  0.50
03001 SCN161  EARTH/PHYSICAL SCI            D    0.00  0.00  B
08009 PED121  WT TRAIN 1                    A    0.50  0.50
06101 SPN100  SPANISH 1                     B+   0.50  0.50  B
02052 MAT100  ALEGBRA                       B    0.50  0.50  B
```

Fig. 2.2.3.8

Data Type: Date **Length:** 7 **Number of Lines**: 1

Format: MM/YYYY

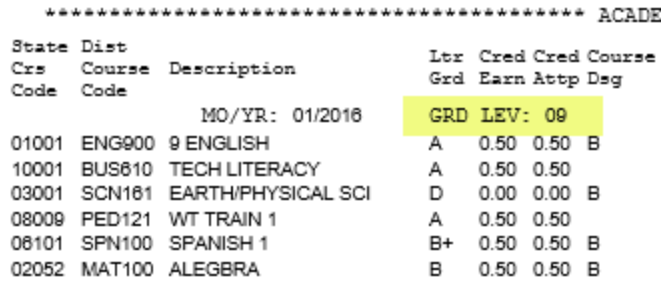
Description: The reporting period, reported as the last month and year of the reporting period.

Business Rules:

Notes:

Example: 01/2016

2.2.3.9 GRD LEV



```
******************************************* ACADE

State Dist                                  Ltr  Cred Cred Course
Crs   Course  Description                   Grd  Earn Attp Dsg
Code  Code
                  MO/YR:  01/2016           GRD  LEV:  09
01001 ENG900  9 ENGLISH                     A    0.50  0.50  B
10001 BUS610  TECH LITERACY                 A    0.50  0.50
03001 SCN161  EARTH/PHYSICAL SCI            D    0.00  0.00  B
08009 PED121  WT TRAIN 1                    A    0.50  0.50
06101 SPN100  SPANISH 1                     B+   0.50  0.50  B
02052 MAT100  ALEGBRA                       B    0.50  0.50  B
```

Fig. 2.2.3.9

Data Type: Character **Length:** 2 **Number of Lines**: 1

Format: XX

Description: The student's grade level during the reporting period.

Business Rules:

Allowable Values:

PK
K
01
02
03
04
05
06
07
08
09
10
11
12

Notes:

Example: 09

2.2.4 REPORT PERIOD AND CUMULATIVE SUMMARY

******* REPORT PERIOD AND CUMULATIVE SUMMARY *******

Grd Lev	Mo/Yr	Cred Earn	Cred Attp	GPA Earn	GPA Attp	GPA Pts	GPA
09	01/2016	2.50	2.50	2.50	2.50	9.50	3.800
09	06/2016	2.50	2.50	2.50	2.50	9.50	3.800
10	01/2017	3.00	3.00	3.00	3.00	11.55	3.850
10	06/2017	3.00	3.00	3.00	3.00	11.50	3.833
11	01/2018	2.50	2.50	2.50	2.50	9.55	3.820
11	06/2018	2.50	2.50	2.50	2.50	9.35	3.740
12	01/2019	2.50	2.50	3.00	3.00	9.05	3.017
12	06/2019	3.00	3.00	2.50	2.50	9.85	3.940
Cumulative:		21.50	21.50	21.50	21.50	79.85	3.714

Fig. 2.2.4

Data Type: Character **Length:** 52 **Number of Lines**: 1

Format: *…* X…X *…*

Description: This subsection is a summarization of the detail found in the academic record subsection.

Business Rules: Each reporting period found in the detail of the academic record subsection will be represented by one record here for each reporting period, ordered in the same fashion as the academic record (grouped by reporting period, oldest reporting period first), where reporting period is reported as the last month.

Notes:

Example: ******* REPORT PERIOD AND CUMULATIVE SUMMARY *******

2.2.4.1 Grd Lev

******* REPORT PERIOD AND CUMULATIVE SUMMARY *******

Grd Lev	Mo/Yr	Cred Earn	Cred Attp	GPA Earn	GPA Attp	GPA Pts	GPA
09	01/2016	2.50	2.50	2.50	2.50	9.50	3.800
09	06/2016	2.50	2.50	2.50	2.50	9.50	3.800
10	01/2017	3.00	3.00	3.00	3.00	11.55	3.850
10	06/2017	3.00	3.00	3.00	3.00	11.50	3.833
11	01/2018	2.50	2.50	2.50	2.50	9.55	3.820
11	06/2018	2.50	2.50	2.50	2.50	9.35	3.740
12	01/2019	2.50	2.50	3.00	3.00	9.05	3.017
12	06/2019	3.00	3.00	2.50	2.50	9.85	3.940
Cumulative:		21.50	21.50	21.50	21.50	79.85	3.714

Fig. 2.2.4.1

Data Type: Character **Length:** 2 **Number of Lines**: 1

Format: XX

Description: The student's grade level during the reporting period.

Business Rules:

Allowable Values:

PK
K
01
02
03
04
05
06
07
08
09
10
11
12

Notes:

Example: 09

2.2.4.2 Mo/Yr

******* REPORT PERIOD AND CUMULATIVE SUMMARY *******

Grd Lev	Mo/Yr	Cred Earn	Cred Attp	GPA Earn	GPA Attp	GPA Pts	GPA
09	01/2016	2.50	2.50	2.50	2.50	9.50	3.800
09	06/2016	2.50	2.50	2.50	2.50	9.50	3.800
10	01/2017	3.00	3.00	3.00	3.00	11.55	3.850
10	06/2017	3.00	3.00	3.00	3.00	11.50	3.833
11	01/2018	2.50	2.50	2.50	2.50	9.55	3.820
11	06/2018	2.50	2.50	2.50	2.50	9.35	3.740
12	01/2019	2.50	2.50	3.00	3.00	9.05	3.017
12	06/2019	3.00	3.00	2.50	2.50	9.85	3.940
Cumulative:		21.50	21.50	21.50	21.50	79.85	3.714

Fig. 2.2.4.2

Data Type: Date **Length:** 7 **Number of Lines**: 1

Format: MM/YYYY

Description: The last month and year of the reporting period.

Business Rules:

Notes:

Example: 01/2013

2.2.4.3 Cred Earn

******* REPORT PERIOD AND CUMULATIVE SUMMARY *******

Grd Lev	Mo/Yr	Cred Earn	Cred Attp	GPA Earn	GPA Attp	GPA Pts	GPA
09	01/2016	2.50	2.50	2.50	2.50	9.50	3.800
09	06/2016	2.50	2.50	2.50	2.50	9.50	3.800
10	01/2017	3.00	3.00	3.00	3.00	11.55	3.850
10	06/2017	3.00	3.00	3.00	3.00	11.50	3.833
11	01/2018	2.50	2.50	2.50	2.50	9.55	3.820
11	06/2018	2.50	2.50	2.50	2.50	9.35	3.740
12	01/2019	2.50	2.50	3.00	3.00	9.05	3.017
12	06/2019	3.00	3.00	2.50	2.50	9.85	3.940
Cumulative:		21.50	21.50	21.50	21.50	79.85	3.714

Fig. 2.2.4.3

Data Type: Minimum Decimal **Length:** 3,2, Maximum Decimal **Length:** 3,3 **Number of Lines**: 1

Format: #.##

Description: The total credits earned for the reporting period.

Business Rules:

Notes:

Example: 0.50 + 0.50 + 0.50 +0.50 +0.50 +0.50 **= 3.00 or 3.000**

2.2.4.4 Cred Attp

******* REPORT PERIOD AND CUMULATIVE SUMMARY *******

Grd Lev	Mo/Yr	Cred Earn	Cred Attp	GPA Earn	GPA Attp	GPA Pts	GPA
09	01/2016	2.50	2.50	2.50	2.50	9.50	3.800
09	06/2016	2.50	2.50	2.50	2.50	9.50	3.800
10	01/2017	3.00	3.00	3.00	3.00	11.55	3.850
10	06/2017	3.00	3.00	3.00	3.00	11.50	3.833
11	01/2018	2.50	2.50	2.50	2.50	9.55	3.820
11	06/2018	2.50	2.50	2.50	2.50	9.35	3.740
12	01/2019	2.50	2.50	3.00	3.00	9.05	3.017
12	06/2019	3.00	3.00	2.50	2.50	9.85	3.940
Cumulative:		21.50	21.50	21.50	21.50	79.85	3.714

Fig. 2.2.4.4

Data Type: Minimum Decimal **Length:** 3,2, Maximum Decimal **Length:** 3,3 **Number of Lines**: 1

Format: #.##

Description: The total credits attempted for the reporting period.

Business Rules:

Notes:

Example: 0.50 + 0.50 + 0.50 +0.50 +0.50 +0.50 **= 3.00 or 3.000**

2.2.4.5 GPA Earn

******* REPORT PERIOD AND CUMULATIVE SUMMARY *******

Grd Lev	Mo/Yr	Cred Earn	Cred Attp	GPA Earn	GPA Attp	GPA Pts	GPA
09	01/2016	2.50	2.50	2.50	2.50	9.50	3.800
09	06/2016	2.50	2.50	2.50	2.50	9.50	3.800
10	01/2017	3.00	3.00	3.00	3.00	11.55	3.850
10	06/2017	3.00	3.00	3.00	3.00	11.50	3.833
11	01/2018	2.50	2.50	2.50	2.50	9.55	3.820
11	06/2018	2.50	2.50	2.50	2.50	9.35	3.740
12	01/2019	2.50	2.50	3.00	3.00	9.05	3.017
12	06/2019	3.00	3.00	2.50	2.50	9.85	3.940
Cumulative:		21.50	21.50	21.50	21.50	79.85	3.714

Fig. 2.2.4.5

Data Type: Minimum Decimal **Length:** 3,2, Maximum Decimal **Length:** 3,3 **Number of Lines**: 1

Format: #.##

Description: The total GPA credits earned for the reporting period.

Business Rules: Only courses for which the grade is included in the grade point table and is part of the GPA calculation for the reporting period shall be included in this total. Exclude courses with non-numerical marks/grades such as P/N, CR/NC, S/U, and W.

Notes: For example, if a student completed six .5 credit classes (earned 3.0 credits) in this reporting period, but one class the student earned a 'P' (pass) grade, the **GPA Credits Earned** would be 2.5 (5 x .5) since the class where a 'P' was earned is not part of GPA calculations.

Example: 0.50 + 0.50 + 0.50 +0.50 +0.50 **= 2.50 or 2.500**

2.2.4.6 GPA Attp

******* REPORT PERIOD AND CUMULATIVE SUMMARY *******

Grd Lev	Mo/Yr	Cred Earn	Cred Attp	GPA Earn	GPA Attp	GPA Pts	GPA
09	01/2016	2.50	2.50	2.50	2.50	9.50	3.800
09	06/2016	2.50	2.50	2.50	2.50	9.50	3.800
10	01/2017	3.00	3.00	3.00	3.00	11.55	3.850
10	06/2017	3.00	3.00	3.00	3.00	11.50	3.833
11	01/2018	2.50	2.50	2.50	2.50	9.55	3.820
11	06/2018	2.50	2.50	2.50	2.50	9.35	3.740
12	01/2019	2.50	2.50	3.00	3.00	9.05	3.017
12	06/2019	3.00	3.00	2.50	2.50	9.85	3.940
Cumulative:		21.50	21.50	21.50	21.50	79.85	3.714

Fig. 2.2.4.6

Data Type: Minimum Decimal **Length:** 3,2, Maximum Decimal **Length:** 3,3 **Number of Lines**: 1

Format: #.##

Description: The total GPA credits attempted for the reporting period.

Business Rules: Only courses for which the grade is included in the grade point table and is part of the GPA calculation for the reporting period shall be included in this total. Exclude courses with non-numerical marks/grades such as P/N, CR/NC, S/U, and W.

Notes: For example, if a student attempted six .5 credit classes (attempted 3.0 credits) in this reporting period, but one class the student is a 'P' (pass) grade, the **GPA Credits Attempted** would be 2.5 (5 x .5) since the class where a 'P' could be earned is not part of GPA calculations.

Example: 0.50 + 0.50 + 0.50 +0.50 +0.50 **= 2.50 or 2.500**

2.2.4.7 GPA Pts

******* REPORT PERIOD AND CUMULATIVE SUMMARY *******

Grd Lev	Mo/Yr	Cred Earn	Cred Attp	GPA Earn	GPA Attp	GPA Pts	GPA
09	01/2016	2.50	2.50	2.50	2.50	9.50	3.800
09	06/2016	2.50	2.50	2.50	2.50	9.50	3.800
10	01/2017	3.00	3.00	3.00	3.00	11.55	3.850
10	06/2017	3.00	3.00	3.00	3.00	11.50	3.833
11	01/2018	2.50	2.50	2.50	2.50	9.55	3.820
11	06/2018	2.50	2.50	2.50	2.50	9.35	3.740
12	01/2019	2.50	2.50	3.00	3.00	9.05	3.017
12	06/2019	3.00	3.00	2.50	2.50	9.85	3.940
Cumulative:		21.50	21.50	21.50	21.50	79.85	3.714

Fig. 2.2.4.7

Data Type: Minimum Decimal **Length:** 5,2 Maximum Decimal **Length:** 5,3 **Number of Lines**: 1

Format: ###.##

Description: The total GPA points for the reporting period.

Business Rules: Courses that have marks that are not included in the grade point table (e.g., the mark of 'P' – pass) shall be excluded from this data element and the GPA calculations. Exclude courses with non-numerical marks/grades such as P/N, CR/NC, S/U, and W. Courses with letter grades that have been replaced because the student retook the course for the purposes of grade improvement shall be excluded from this data element and the GPA calculations.

Multiply the numerical value (Grade Reporting and Calculation Scale) of each letter grade earned by the number of credits attempted for the course. Then sum.

Total Sum of each (Letter Grade Point x Credits Attempted)

Notes: If a student attempted six .5 credit classes in a reporting period, one of the classes was retaken later, and in another class a 'P' (pass) grade was received, only four of the courses would be included.

Grade Reporting and Calculation System

(a) A = 4.0
(b) A- = 3.7
(c) B+ = 3.3
(d) B = 3.0
(e) B- = 2.7
(f) C+ = 2.3
(g) C = 2.0
(h) C- = 1.7
(i) D+ = 1.3
(j) D = 1.0
(k) E or F = 0.0

Course	**Mark**	**Credits Earned**	**Credits Attempted**	**GPA Credits Earned**	**GPA Credits Attempted**	**Mark grade points**	**GPA Pts** (Mark gr. points x GPA cr. attempted)	**Included in GPA?**
1	A	0.5	0.5	0.5	0.5	2.0	1.0	Yes
2	B	0.5	0.5	0.5	0.5	1.5	0.75	Yes
3	C-	0.5	0.5	0.5	0.5	1.7	0.85	Yes
4	D+	0.5	0.5	0.5	0.5	1.3	0.65	Yes
5	F	0.0	0.0	N/A	N/A	N/A	N/A	No
6	P	0.5	0.5	N/A	N/A	N/A	N/A	No
Total		**2.5**	**2.5**	**2.0**	**2.0**		**3.25**	

Please see WAC 392-415-055 and 392-415-050for more information.

Example: (2.0 x 0.50) + (1.5 x 0.50) + (1.7 x 0.50) + (1.3 x 0.50) = **3.25**

2.2.4.8 GPA

******* REPORT PERIOD AND CUMULATIVE SUMMARY *******

Grd Lev	Mo/Yr	Cred Earn	Cred Attp	GPA Earn	GPA Attp	GPA Pts	GPA
09	01/2016	2.50	2.50	2.50	2.50	9.50	3.800
09	06/2016	2.50	2.50	2.50	2.50	9.50	3.800
10	01/2017	3.00	3.00	3.00	3.00	11.55	3.850
10	06/2017	3.00	3.00	3.00	3.00	11.50	3.833
11	01/2018	2.50	2.50	2.50	2.50	9.55	3.820
11	06/2018	2.50	2.50	2.50	2.50	9.35	3.740
12	01/2019	2.50	2.50	3.00	3.00	9.05	3.017
12	06/2019	3.00	3.00	2.50	2.50	9.85	3.940
Cumulative:		21.50	21.50	21.50	21.50	79.85	3.714

Fig. 2.2.4.8

Data Type: Decimal **Length:** 4,3 **Number of Lines**: 1

Format: #.###

Description: The GPA for the reporting period.

Business Rules: Divide GPA Points by the GPA Credits Attempted and round to the third decimal place.

GPA points / GPA Credits Attempted

Notes: Please see WAC 392-415-055 and 392-415-050 for more information.

Example: 10.00 / 2.5 = **4.000**

2.2.4.9 Cumulative: (Summary)

******* REPORT PERIOD AND CUMULATIVE SUMMARY *******

Grd Lev	Mo/Yr	Cred Earn	Cred Attp	GPA Earn	GPA Attp	GPA Pts	GPA
09	01/2016	2.50	2.50	2.50	2.50	9.50	3.800
09	06/2016	2.50	2.50	2.50	2.50	9.50	3.800
10	01/2017	3.00	3.00	3.00	3.00	11.55	3.850
10	06/2017	3.00	3.00	3.00	3.00	11.50	3.833
11	01/2018	2.50	2.50	2.50	2.50	9.55	3.820
11	06/2018	2.50	2.50	2.50	2.50	9.35	3.740
12	01/2019	2.50	2.50	3.00	3.00	9.05	3.017
12	06/2019	3.00	3.00	2.50	2.50	9.85	3.940
Cumulative:		21.50	21.50	21.50	21.50	79.85	3.714

Fig. 2.2.4.9

Data Type: Character **Length:** 48 **Number of Lines**: 1

Format: XXXXXXXXXX:

Description: This is the cumulative summary of the reporting period.

Business Rules:

Notes:

Example: Cumulative:

2.2.4.9.1 Cred Earn

******* REPORT PERIOD AND CUMULATIVE SUMMARY *******

Grd Lev	Mo/Yr	Cred Earn	Cred Attp	GPA Earn	GPA Attp	GPA Pts	GPA
09	01/2016	2.50	2.50	2.50	2.50	9.50	3.800
09	06/2016	2.50	2.50	2.50	2.50	9.50	3.800
10	01/2017	3.00	3.00	3.00	3.00	11.55	3.850
10	06/2017	3.00	3.00	3.00	3.00	11.50	3.833
11	01/2018	2.50	2.50	2.50	2.50	9.55	3.820
11	06/2018	2.50	2.50	2.50	2.50	9.35	3.740
12	01/2019	2.50	2.50	3.00	3.00	9.05	3.017
12	06/2019	3.00	3.00	2.50	2.50	9.85	3.940
Cumulative:		21.50	21.50	21.50	21.50	79.85	3.714

Fig. 2.2.4.9.1

Data Type: Minimum Decimal **Length:** 4,2 Maximum Decimal **Length:** 4,3 **Number of Lines**: 1

Format: ##.##

Description: The total credits earned.

Business Rules:

Notes:

Example: 2.50 + 2.50 + 3.00 + 3.00 + 2.50 + 2.50 + 2.50 + 3.00 = **21.50 or 21.500**

2.2.4.9.2 Cred Attp

******* REPORT PERIOD AND CUMULATIVE SUMMARY *******

Grd Lev	Mo/Yr	Cred Earn	Cred Attp	GPA Earn	GPA Attp	GPA Pts	GPA
09	01/2016	2.50	2.50	2.50	2.50	9.50	3.800
09	06/2016	2.50	2.50	2.50	2.50	9.50	3.800
10	01/2017	3.00	3.00	3.00	3.00	11.55	3.850
10	06/2017	3.00	3.00	3.00	3.00	11.50	3.833
11	01/2018	2.50	2.50	2.50	2.50	9.55	3.820
11	06/2018	2.50	2.50	2.50	2.50	9.35	3.740
12	01/2019	2.50	2.50	3.00	3.00	9.05	3.017
12	06/2019	3.00	3.00	2.50	2.50	9.85	3.940
Cumulative:		21.50	21.50	21.50	21.50	79.85	3.714

Fig. 2.2.4.9.2

Data Type: Minimum Decimal **Length:** 4,2 Maximum Decimal **Length:** 4,3 **Number of Lines**: 1

Format: ##.##

Description: The total credits attempted.

Business Rules:

Notes:

Example: 2.50 + 2.50 + 3.00 + 3.00 + 2.50 + 2.50 + 2.50 + 3.00 = **21.50 or 21.500**

2.2.4.9.3 GPA Earn

******* REPORT PERIOD AND CUMULATIVE SUMMARY *******

Grd Lev	Mo/Yr	Cred Earn	Cred Attp	GPA Earn	GPA Attp	GPA Pts	GPA
09	01/2016	2.50	2.50	2.50	2.50	9.50	3.800
09	06/2016	2.50	2.50	2.50	2.50	9.50	3.800
10	01/2017	3.00	3.00	3.00	3.00	11.55	3.850
10	06/2017	3.00	3.00	3.00	3.00	11.50	3.833
11	01/2018	2.50	2.50	2.50	2.50	9.55	3.820
11	06/2018	2.50	2.50	2.50	2.50	9.35	3.740
12	01/2019	2.50	2.50	3.00	3.00	9.05	3.017
12	06/2019	3.00	3.00	2.50	2.50	9.85	3.940
Cumulative:		21.50	21.50	21.50	21.50	79.85	3.714

Fig. 2.2.4.9.3

Data Type: Minimum Decimal **Length:** 4,2 Maximum Decimal **Length:** 4,3 **Number of Lines**: 1

Format: ##.##

Description: The total GPA credits earned.

Business Rules:

Notes:

Example: 2.50 + 2.50 + 3.00 + 3.00 + 2.50 + 2.50 + 3.00 + 2.50 = **21.50 or 21.500**

2.2.4.9.4 GPA Attp

******* REPORT PERIOD AND CUMULATIVE SUMMARY *******

Grd Lev	Mo/Yr	Cred Earn	Cred Attp	GPA Earn	GPA Attp	GPA Pts	GPA
09	01/2016	2.50	2.50	2.50	2.50	9.50	3.800
09	06/2016	2.50	2.50	2.50	2.50	9.50	3.800
10	01/2017	3.00	3.00	3.00	3.00	11.55	3.850
10	06/2017	3.00	3.00	3.00	3.00	11.50	3.833
11	01/2018	2.50	2.50	2.50	2.50	9.55	3.820
11	06/2018	2.50	2.50	2.50	2.50	9.35	3.740
12	01/2019	2.50	2.50	3.00	3.00	9.05	3.017
12	06/2019	3.00	3.00	2.50	2.50	9.85	3.940
Cumulative:		21.50	21.50	21.50	21.50	79.85	3.714

Fig. 2.2.4.9.4

Data Type: Minimum Decimal **Length:** 4,2 Maximum Decimal **Length:** 4,3 **Number of Lines**: 1

Format: ##.##

Description: The total GPA credits attempted.

Business Rules:

Notes:

Example: 2.50 + 2.50 + 3.00 + 3.00 + 2.50 + 2.50 +3 0.00 + 2.50 = **21.50 or 21.500**

2.2.4.9.5 GPA Pts

******* REPORT PERIOD AND CUMULATIVE SUMMARY *******

Grd Lev	Mo/Yr	Cred Earn	Cred Attp	GPA Earn	GPA Attp	GPA Pts	GPA
09	01/2016	2.50	2.50	2.50	2.50	9.50	3.800
09	06/2016	2.50	2.50	2.50	2.50	9.50	3.800
10	01/2017	3.00	3.00	3.00	3.00	11.55	3.850
10	06/2017	3.00	3.00	3.00	3.00	11.50	3.833
11	01/2018	2.50	2.50	2.50	2.50	9.55	3.820
11	06/2018	2.50	2.50	2.50	2.50	9.35	3.740
12	01/2019	2.50	2.50	3.00	3.00	9.05	3.017
12	06/2019	3.00	3.00	2.50	2.50	9.85	3.940
Cumulative:		21.50	21.50	21.50	21.50	79.85	3.714

Fig. 2.2.4.9.5

Data Type: Minimum Decimal **Length:** 5,2 Maximum Decimal **Length:** 5,3 **Number of Lines**: 1

Format: ###.##

Description: The total GPA points.

Business Rules:

Notes:

Example: 9.50 +9.50 +11.55+11.50 +9.55 +9.35 +9.05 + 9.85 = **79.85**

2.2.4.9.6 GPA

******* REPORT PERIOD AND CUMULATIVE SUMMARY *******

Grd Lev	Mo/Yr	Cred Earn	Cred Attp	GPA Earn	GPA Attp	GPA Pts	GPA
09	01/2016	2.50	2.50	2.50	2.50	9.50	3.800
09	06/2016	2.50	2.50	2.50	2.50	9.50	3.800
10	01/2017	3.00	3.00	3.00	3.00	11.55	3.850
10	06/2017	3.00	3.00	3.00	3.00	11.50	3.833
11	01/2018	2.50	2.50	2.50	2.50	9.55	3.820
11	06/2018	2.50	2.50	2.50	2.50	9.35	3.740
12	01/2019	2.50	2.50	3.00	3.00	9.05	3.017
12	06/2019	3.00	3.00	2.50	2.50	9.85	3.940
Cumulative:		21.50	21.50	21.50	21.50	79.85	3.714

Fig. 2.2.4.9.6

Data Type: Decimal **Length:** 4,3 **Number of Lines**: 1

Format: #.###

Description: The student's overall GPA.

Business Rules: Divide the Cumulative GPA Points by the Cumulative GPA Credits Attempted and round to the third decimal place.

TOTAL Cumulative GPA Points / TOTAL Cumulative GPA Credits Attempted

Notes: Please see WAC 392-415-055 and 392-415-050 for more information.

Example: 79.85 / 21.50 = **3.714**

2.2.5 ADDITIONAL STATE REQUIREMENTS

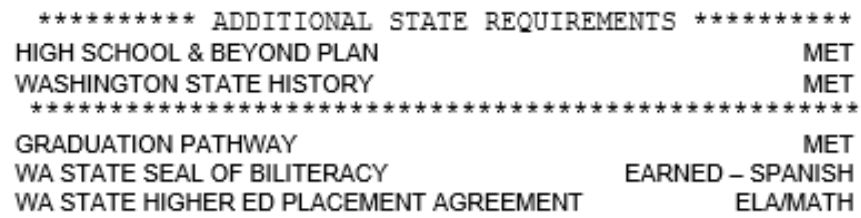


Fig. 2.2.5 (c/o 2020 forward)

Data Type: Character **Length:** 51 **Number of Lines**: 1

Format: *…* X…X *…*

Description: This subsection is the student's additional state requirements data information.

Business Rules:

Notes: As noted in the Layout section of this document, only display elements that apply to the student. Do not include values that do not apply. Valid values are determined by the students Graduation Requirements Year.

Example: ********** ADDITIONAL STATE REQUIREMENTS **********

2.2.5.1 READING STANDARD (Ended with the Class of 2015)

2.2.5.2 WRITING STANDARD (Ended with the Class of 2015)

2.2.5.3 ENGLISH LANGUAGE ARTS STANDARD (Ended with the Class of 2020)

2.2.5.4 MATHEMATICS STANDARD (Ended with the Class of 2020)

2.2.5.6 SCIENCE STANDARD (Ended with the Class of 2020)

2.2.5.7 HIGH SCHOOL & BEYOND PLAN

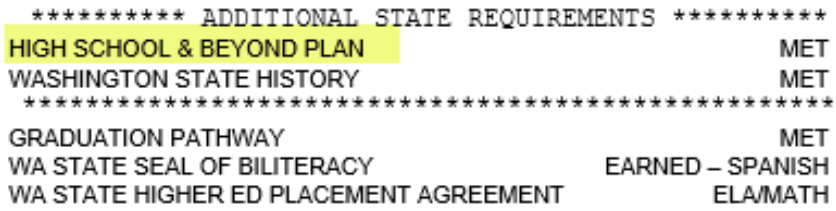


Fig. 2.2.5.7

Data Type: Character **Length:** 40 **Number of Lines**: 1

Format: X…

Description: Heading for high school and beyond plan information.

Business Rules: Beginning with the graduating class of 2008, note that the high school and beyond plan graduation requirement was met or not met by the student.

Notes:

Example: High School & Beyond Plan

2.2.5.7.1 (HIGH SCHOOL & BEYOND PLAN Status)

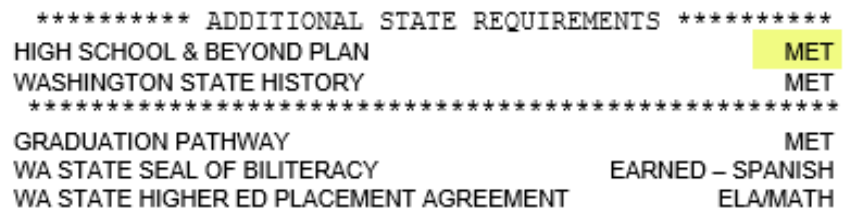


Fig. 2.2.5.7.1

Data Type: Character **Length:** 7 **Number of Lines**: 1

Format: XXXXXXX

Description: The student's status regarding the high school beyond plan requirement.

Business Rules:

Allowable values

MET
NOT MET

Notes:

Example: MET

2.2.5.8 CULMINATING PROJECT (Ended with students who graduated in 2014)

2.2.5.9 WASHINGTON STATE HISTORY

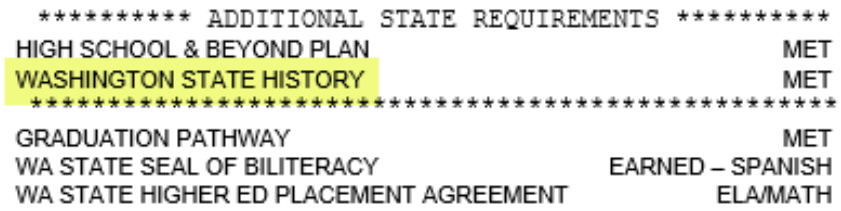


Fig. 2.2.5.9

Data Type: Character **Length:** 40 **Number of Lines**: 1

Format: X…

Description: Heading for Washington State History information.

Business Rules: Beginning with the 2012-13 school year, note that the Washington State History graduation requirement was met, not met, or waived by the student.

Notes:

Example: Washington State History

2.2.5.9.1 (WASHINGTON STATE HISTORY Status)

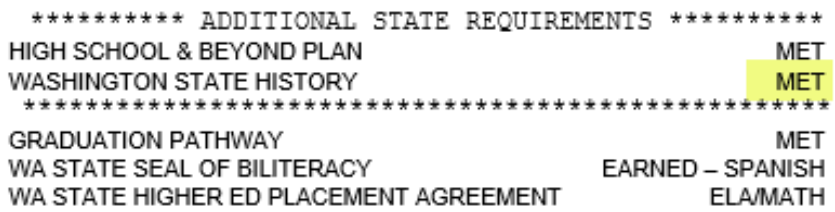


Fig. 2.2.5.9.1

Data Type: Character **Length:** 7 **Number of Lines**: 1

Format: XXXXXXX

Description: The student's status regarding the Washington State History requirement.

Business Rules:

Allowable values

MET
NOT MET
WAIVED

Notes: The met status of Washington State History courses taken at any academic level are recorded here. Only Washington State History courses taken at a high school academic level are recorded in the Academic Record section. The value of "WAIVED" is allowable for circumstances mentioned in WAC 180-51-067.

Example: MET

2.2.5.10 GRADUATION PATHWAY (Students with Graduation Requirements Year - GRY 2020 and on)

This replaces 2.2.5.10 – Certificate of Academic/Individual Achievement

********** ADDITIONAL STATE REQUIREMENTS **********	
HIGH SCHOOL & BEYOND PLAN	MET
WASHINGTON STATE HISTORY	MET
**********	
GRADUATION PATHWAY	MET
WA STATE SEAL OF BILITERACY	EARNED – SPANISH
WA STATE HIGHER ED PLACEMENT AGREEMENT	ELA/MATH

Fig. 2.2.5.10

Data Type: Character **Length:** 18 **Number of Lines**: 1

Format: XXXXXXX

Description: Heading for Graduation Pathway information.

Business Rules: Beginning with the Class of 2020 (students with a Graduation Requirements Year - GRY of 2020), note that the students status for the Graduation Pathway is Met or Not Met by the student.

Example: Graduation Pathway

2.2.5.10.1 (GRADUATION PATHWAY *Status*)

********** ADDITIONAL STATE REQUIREMENTS **********	
HIGH SCHOOL & BEYOND PLAN	MET
WASHINGTON STATE HISTORY	MET
**********	
GRADUATION PATHWAY	MET
WA STATE SEAL OF BILITERACY	EARNED – SPANISH
WA STATE HIGHER ED PLACEMENT AGREEMENT	ELA/MATH

Fig. 2.2.5.10.1

Data Type: Character **Length:** 7 **Number of Lines**: 1

Format: XXXXXXX

Description: The student's status regarding the Graduation Pathway.

Business Rules: Beginning with the Class of 2020 (students with a Graduation Requirements Year - GRY of 2020), note that the Graduation Pathway was met. If the student did not meet their Graduation Pathway, then the row must be displayed as Not Met.

Allowable values

MET
NOT MET

Example: Met

2.2.5.10 CERTIFICATE OF ACADEMIC/ INDIVIDUAL ACHIEVEMENT (Valid only for students with a GRY prior to 2020 – not included in this document)

2.2.5.11 WASHINGTON STATE SEAL OF BILITERACY (Beginning with the Class of 2015)

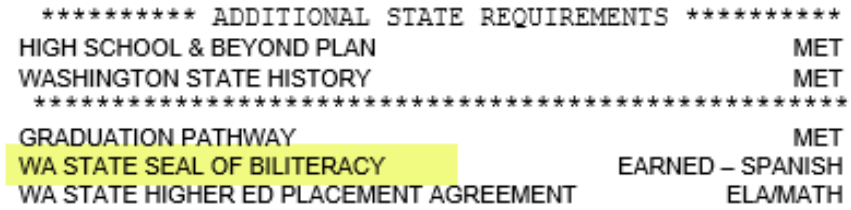


Fig. 2.2.5.11

Data Type: Character **Length:** 40 **Number of Lines**: 1

Format: X…

Description: Heading for Washington State Seal of Biliteracy and language.

Business Rules: Beginning with the graduating class of 2015, note that a Washington State Seal of Biliteracy was earned as well as the language that it was earned in. When the student demonstrates proficiency in one or more world languages, the heading will appear to indicate that the student is qualified to earn the seal. If the student has not earned or is not eligible to earn the Seal of Biliteracy, then the entire row should be displayed as *** or not include anything (no printed line). Additional examples of this display can be found in Appendix A of this document.

Notes: The Seal of Biliteracy is an award made by the state to recognize a student who has attained proficiency in both English and one or more other world languages by high school graduation. It is a statement of accomplishment that helps to signal evidence of a student's readiness for career and college and to engage as a global citizen.

Allowable values

WA State Seal of Biliteracy
****

Example: WA State Seal of Biliteracy

2.2.5.11.1 (WASHINGTON STATE SEAL OF BILITERACY Status)

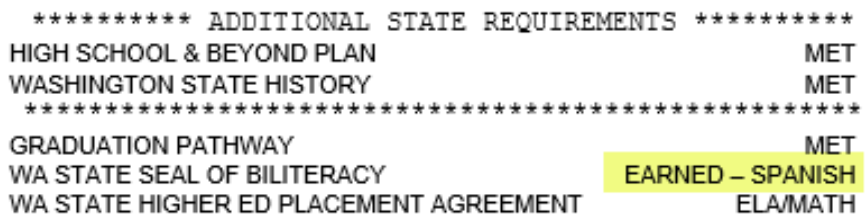


Fig. 2.2.5.11.1

Data Type: Character **Length:** 20 **Number of Lines**: 1

Format: XXXXXXX-XXXXXXX

Description: The student's status regarding the Washington State Seal of Biliteracy and language.

Business Rules: If the student has earned Washington State Seal of Biliteracy, then this status should display EARNED-LANGUAGE, where "language" is one of the approved world languages. If the student has demonstrated proficiency in one or more world languages but not yet met the other requirements for the Seal, then this status would display as PROFICIENT-LANGUAGE. If the student has not earned and is not eligible to earn a Washington State Seal of Biliteracy, then the entire row should be displayed as *** or not include anything (no printed line). Additional examples of this display can be found in Appendix A of this document.

Allowable values

EARNED-LANGUAGE
PROFICIENT-LANGUAGE
****

Notes:

Example: EARNED-SPANISH

2.2.5.12 WASHINGTON STATE HIGHER EDUCATION PLACEMENT AGREEMENT (Beginning with the Class of 2016)

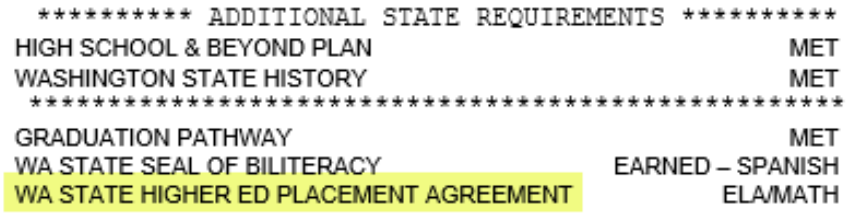


Fig. 2.2.5.12

Data Type: Character **Length:** 50 **Number of Lines**: 1

Format: X….

Description: Beginning with the graduating class of 2016, students who receive a level 3 or a level 4 on the Smarter Balanced Assessment or who obtain a B or better grade in designated Bridge to College Math or ELA class as a senior are eligible to use their scores or final grade to establish their readiness for college-level coursework when entering higher education institutions in the state of Washington.

Business Rules: If a student receives a level 3 or a level 4 on the Smarter Balanced Assessment or who obtain a B or better grade in designated Bridge to College Math or ELA class as a senior, note that the student is eligible to use their scores or grade for placement consideration. If the student received a level 1 or a level 2 or a grade less than a B in the Bridge to College Math or ELA course, then the entire row should be displayed as *** or not include anything (no printed line).

Allowable values

WA State Higher Ed Placement Agreement
****

Notes:

Agreement - https://www.sbctc.edu/resources/documents/about/agency/initiatives-projects/smarter-balanced-agreement-may2018.pdf
FAQ - https://www.sbctc.edu/resources/documents/about/agency/initiatives-projects/smarter-balanced-agreement-faqs-aug2018.pdf

Example: WA STATE HIGHER ED PLACEMENT AGREEMENT

2.2.5.12.1 (WASHINGTON STATE HIGHER EDUCATION PLACEMENT AGREEMENT Status)

```
********** ADDITIONAL STATE REQUIREMENTS **********
HIGH SCHOOL & BEYOND PLAN                          MET
WASHINGTON STATE HISTORY                           MET
 ************************************************
GRADUATION PATHWAY                                 MET
WA STATE SEAL OF BILITERACY                EARNED – SPANISH
WA STATE HIGHER ED PLACEMENT AGREEMENT             ELA/MATH
```

Fig. 2.2.5.12.1

Data Type: Character **Length:** 10 **Number of Lines**: 1

Format: XXXX/XXXX

Description: Beginning with the graduating class of 2016, students who receive a level 3 or a level 4 on the Smarter Balanced Assessment are eligible to use their scores to establish their readiness for college-level coursework when entering higher education institutions in the state of Washington.

Business Rules: If the student is eligible to use their scores for placement consideration, then this status should display the content area that the student is eligible in. If the student is not eligible for placement consideration, then the entire row should be displayed as *** or not include anything (no printed line).

Allowable values

ELA
MATH
ELA/MATH
****

Notes:

Agreement - https://www.sbctc.edu/resources/documents/about/agency/initiatives-projects/smarter-balanced-agreement-may2018.pdf
FAQ - https://www.sbctc.edu/resources/documents/about/agency/initiatives-projects/smarter-balanced-agreement-faqs-aug2018.pdf

Example: ELA/MATH

2.2.6 ADDITIONAL DISTRICT REQUIREMENTS

```
********* ADDITIONAL DISTRICT REQUIREMENTS *********
TECHNOLOGY COMPETENCY                              MET
COMMUNITY SERVICE                                  MET
*********** END OF TRANSCRIPT RECORD ***********
```

Fig. 2.2.6

Data Type: Character **Length:** 52 **Number of Lines**: 1

Format: *…* X…X *…*

Description: This subsection is optional. Districts may provide the student's additional district graduation requirements.

Business Rules: Optional

Notes: As noted in the Layout section of this document, only display elements that apply to the student. Do not include those elements that do not apply. Do not display this subsection if it is not used.

Example: ********* ADDITIONAL DISTRICT REQUIREMENTS *********

2.2.6.1 Additional District Requirements

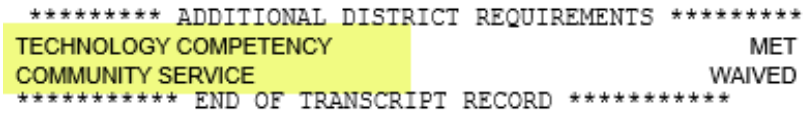


Fig. 2.2.6.1

Data Type: Character **Length:** 40 **Number of Lines**: 1

Format: X…

Description: The district's additional requirements.

Business Rules: Optional

Notes:

Example: Community Service

2.2.6.1.1 (ADDITIONAL DISTRICT REQUIREMENTS Status)

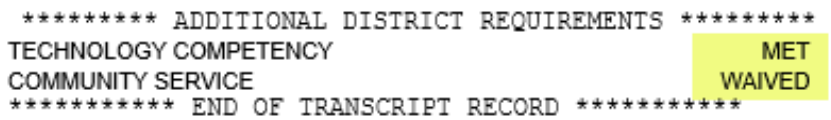


Fig. 2.2.6.1.1

Data Type: Character **Length:** 7 **Number of Lines**: 1

Format: XXXXXXX

Description: The student's status towards meeting the additional district requirement.

Business Rules: Optional. A student who has completed the additional district requirement will have a value of MET displayed here.

Allowable values

MET
WAIVED
NOT MET

Notes:

Example: MET

2.2.7 END OF TRANSCRIPT RECORD

```
********** END OF TRANSCRIPT RECORD **********
```

Fig. 2.2.7

Data Type: Character **Length:** 48 **Number of Lines**: 1

Format: *…* X…X *…*

Description: The END OF TRANSCRIPT RECORD sub-section signifies that there is no more data provided on this transcript for the body section of the document.

Business Rules:

Notes: There should be one and only one instance of the END OF TRANSCRIPT RECORD sub-section, if multiple pages are required for a student's transcript this sub-section heading should appear only on the last page of the student's transcript.

Example: ********** END OF TRANSCRIPT RECORD **********

2.2.8 Seal of District

Data Type: Graphic

Description: The seal of the district, if available, printed as a watermark in the background of the document body.

Business Rules: Optional.

Notes: The seal of the district, if available, replaces the Seal of the State of Washington. If the district does not have a district seal available, then no seal will be included.

Example:

2.3 Footer

The footer section of the Washington State Standardized High School Transcript is comprised of an area for a School or School District Logo, an authorized signature area, a space for page numbers and some additional information.

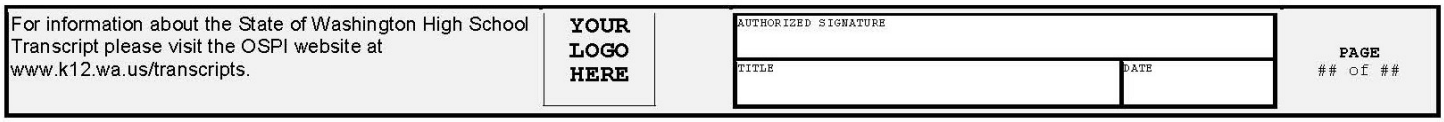


Fig. 2.3-a

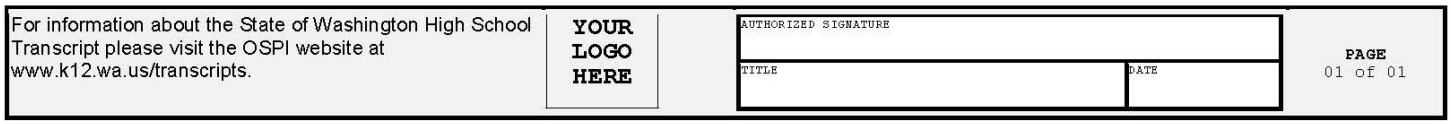


Fig. 2.3-b

2.3.1 YOUR LOGO HERE

Fig. 2.3.1

Data Type: Graphic **Length: Number of Lines**:

Format:

Description: This space in the footer is provisioned for a graphic of the School District's logo or School's logo.

Business Rules: Optional.

Notes:

Example:

2.3.2 (AUTHORIZATION) Section

Fig. 2.3.2

Description: The (AUTHORIZATION) section captures the authorized school official's signature and title and the date it was signed.

Notes: There is no heading for this section.

2.3.2.1 AUTHORIZED SIGNATURE

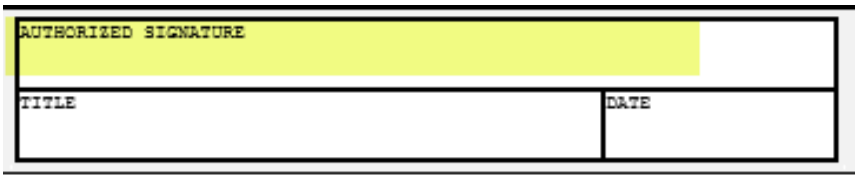


Fig. 2.3.2.1

Data Type: **Length:** **Number of Lines**: 1

Format:

Description: The signature of the authorized school official.

Business Rules: The signature of the authorized school official may be affixed electronically, subject to a written district policy that addresses signature security and assures that the authorized school official acknowledges, in writing, that affixing their signature electronically to the transcript is a legal and binding action.

Notes: The authorized school official is determined by the school district.

Example:

2.3.2.2 TITLE

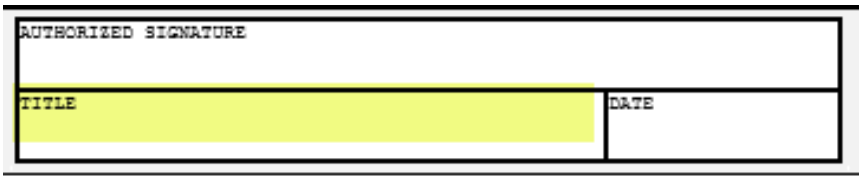


Fig. 2.3.2.2

Data Type: **Length:** **Number of Lines**: 1

Format:

Description: The title of the authorized school official.

Business Rules:

Notes:

Example:

2.3.2.3 DATE

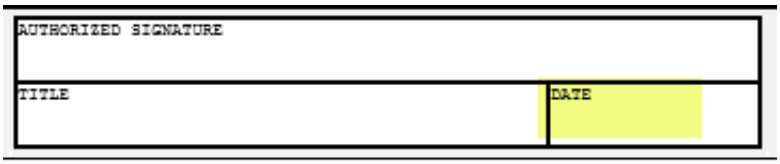


Fig. 2.3.2.3

Data Type: **Length:** **Number of Lines**: 1

Format:

Description: The date the authorized school official certified the transcript.

Business Rules:

Notes:

Example:

2.3.3 PAGE

Fig. 2.3.1

Data Type: Character **Length:** 8 **Number of Lines**: 1

Format: ## of ##

Description: The page number x of y.

Business Rules:

Notes:

Example: 01 of 01, 1 of 1

Appendices

Appendix A – References

Appendix B – Associated Washington Administrative Code

Appendix C – Data Type Definitions

Appendix D – Change Log

Appendix A – References

Helpful Websites (these were active at the time of writing/updating this guide):

Office of Superintendent of Public Instruction – Transcripts

https://www.k12.wa.us/student-success/graduation/high-school-transcripts

Washington Administrative Code (WAC)
http://apps.leg.wa.gov/wac/

Washington Administrative Code (WAC) section 392-415, SECONDARY EDUCATION—STANDARDIZED HIGH SCHOOL TRANSCRIPT
http://apps.leg.wa.gov/WAC/default.aspx?cite=392-415

Revised Code of Washington (RCW)
http://apps.leg.wa.gov/rcw/

Revised Code of Washington (RCW) section 28A.230.090, High school graduation requirements or equivalencies — Reevaluation of graduation requirements — Review and authorization of proposed changes — Credit for courses taken before attending high school — Postsecondary credit equivalencies.
http://apps.leg.wa.gov/RCW/default.aspx?cite=28A.230.090

CADR course information
http://www.wsac.wa.gov/

Appendix B – Associated Washington Administrative Code

WAC 392-415-070 Mandatory high school transcript contents – Items – Timelines.
http://apps.leg.wa.gov/WAC/default.aspx?cite=392-415-070

(1) (a) The standardized high school transcript shall contain only the information listed in subsection (2) of this section in order to meet the statutory requirements under RCW 28A.230.125 for a statewide standardized transcript.

(b) Any other information the district or school may desire to include may be stapled to the transcript or otherwise provided with the transcript. Information that is not listed below shall not be included on the state standardized transcript:

(2) (a) Authorized and required transcript information effective now:

(i) The student's legal name (last name, first name, and middle name(s) or middle initial(s)), and other or former names used;

(ii) The name(s) of parent(s) or guardian(s);

(iii) The student's birthdate (mm/dd/yyyy);

(iv) The student's school district identification number (if applicable);

(v) The school name, address, phone number, and name of the school district issuing the transcript;

(vi) A list of previous schools attended where credit was attempted (school name, city, state, and month and year of entrance and exit);

(vii) The student's academic history for all high school level courses attempted, including courses taken under RCW 28A.230.090(4) and including those courses where a student has withdrawn, and listed by report period for the grade level (month and year), course code and description, marks/grades earned as defined in WAC 392-415-050 (a mark/grade of "W" will be used to indicate a withdrawal from a course), credits attempted and earned as defined in WAC 392-415-040, grade point average as defined in WAC 392-415-055, and a report period and cumulative summary of the student's high school level academic history.

(viii) Credits attempted for courses taken more than once to improve a grade/mark may count only once toward the number of credits required for graduation, except that credits attempted for courses taken more than once to improve a grade may count toward the number of credits required for graduation on the condition that the letter grades earned for all attempts are included in the calculation of the student's grade point average. For the purpose of this subsection, districts and schools shall not convert letter grades to grades/marks not used in the grade point average calculation.

(b) Authorized and required additional transcript information in effect for students who first entered ninth grade in the 2002-03 school year. The following courses, for which college credit can be earned, shall be designated on the transcript with the designation coding indicated. Courses completed and credits earned through running start shall be noted with an "R" designation. Courses completed and credits earned through advanced placement shall be noted with an "A" designation. Courses completed and credits earned through college in the high school shall be noted with a "C" designation. Courses completed and credits earned through an international baccalaureate program shall be noted with an "I" designation. Courses completed which earn college credit through techprep and/or the corresponding credits or certification earned shall be noted with a "T" designation. Courses that meet or satisfy higher education coordinating board core course requirements shall be noted with a "B"

designation. Courses completed and credits earned through an honors option shall be noted with an "H" designation.

(c) Authorized and required additional transcript information in effect beginning with students who first entered ninth grade in the 2004-05 school year:

(i) Notation that the high school and beyond plan graduation requirement was met or not met by the student;

(ii) Notation that the culminating project graduation requirement was met or not met by the student; and

(iii) If applicable, notation that the certificate of academic achievement graduation requirement was met or not met by the student; and

(iv) If applicable, notation that the certificate of individual achievement graduation requirement was met or not met by the student.

(3) Each issuance of the transcript shall include a report date (mm/dd/yyyy), graduation date (noting month and year), end of transcript record (signifying no more authorized data), office of superintendent of public instruction (OSPI) transcript form version number, and page number ('x' of 'y').

(4) The signature of the authorized school official (name, title, and date) and seal of the district, if available. The signature of the authorized school official may be affixed electronically, subject to a written district policy that addresses signature security and assures that the authorized school official acknowledges, in writing, that affixing their signature electronically to the transcript is a legal and binding action.

[Statutory Authority: [RCW 28A.230.125]. 06-23-041, amended and recodified as § 392-415-070, filed 11/7/06, effective 12/8/06. Statutory Authority: RCW 28A.305.220. 05-19-106, § 180-57-070, filed 9/20/05, effective 10/21/05; 04-22-059, § 180-57-070, filed 10/29/04, effective 11/29/04; 03-04-055, § 180-57-070, filed 1/29/03, effective 3/1/03; 01-09-013, § 180-57-070, filed 4/6/01, effective 5/7/01. Statutory Authority: RCW 28A.04.155. 00-19-107, § 180-57-070, filed 9/20/00, effective 10/21/00; 85-01-017 (Order 18-84), § 180-57-070, filed 12/10/84.]

Appendix C – Data Type Definitions

Integer

(Whole number) data from -2^31 (-2,147,483,648) through 2^31 – 1 (2,147,483,647). This data type DOES NOT have a size parameter imposed in this guide.

Decimal

Fixed precision and scale numeric data from -10^38 +1 through 10^38 –1.

- Decimal (3,2) is a number with 3 total digits in the number (precision) and 2 of those digits must be to the right of the decimal point (scale).
- 1.00 is a valid number for Decimal (3,2).

Date

Date in either MM/DD/YYYY format or MM/YYYY format where DD is the 2 digit numeric representation of the day, MM is the 2 digit numeric representation of the month and YYYY is the four digit numeric representation of the year.

Character

Fixed-length or variable-length non-Unicode character data.

Graphic

Graphical image.

Appendix D – Change Log

The change log describes changes made to the Layout Section of this document. (Cosmetic changes are not addressed within the change log.)

Edition 7.2 (Updated February 2020)

2.2.5 Additional State Requirements
- Added Graduation Pathways
- Removed Certificate of Academic/Certificate of Individual Achievement
- Removed ELA, Math and Science Standard

2.2.5.12 Washington State Higher Education Placement Agreement
- Added verbiage for Bridge to College Courses

2.2.5.3 English Language Arts Standard
- Ended with Class of 2020

2.2.5.4 Mathematics Standard
- Ended with Class of 2020

2.2.5.6 Science Standard
- Ended with Class of 2020

Edition 7.1 (Updated January 2019)

2.2.5.12, 2.2.5.12.1, Washington State Higher Education Placement Agreement, (Washington State Higher Education Placement Agreement Status)
- Updated link to Higher Education Placement Agreement

2.2.5.10, 2.2.5.10.1 CERTIFICATE OF ACADEMIC/ INDIVIDUAL ACHIEVEMENT (CERTIFICATE OF ACADEMIC/ INDIVIDUAL ACHIEVEMENT Status)
- Changed descriptor for identifying Certificate of Academic Achievement/Individual Achievement from displaying separately to combined. Status indicates Earned or ****, it does not distinguish which Certificate was earned

Edition 7.0 (2017-18)

2.1.1.1 LEGAL NAME
- Designation of suffix in last name

2.2.2 COURSE DESIGNATION KEY
- Changed title of course type: T=CTE Dual Credit (Tech Prep)

2.2.3.1 STATE CRS CODE
- Changed Length of field from 5 to 6

2.2.3.7 Course Dsg
- Updated valid values

Edition 6.2 (2016-17)

2.2.5.6, 2.2.5.6.1 SCIENCE STANDARD, (SCIENCE STANDARD Status)

- The delay of the Science Standard until the Class of 2021 per House Bill 2224.

Edition 6.0 - 6.1 (2015-2016)

- Changed section numbering and updated descriptions, element details, graphics, and other general edits as necessary.

2.2.2 Course Designation Key

- Added course type: Z = Non-Instructional

2.2.5.1, 2.2.5.1.1, 2.2.5.2, 2.2.5.2.1, 2.2.5.3, 2.2.5.3.1, 2.2.5.6, 2.2.5.6.1, READING STANDARD, (READING STANDARD Status), WRITING STANDARD, (WRITING STANDARD Status), ENGLISH LANGUAGE ARTS, (ENGLISH LANGUAGE ARTS STANDARD Status), SCIENCE STANDARD, (SCIENCE STANDARD Status)

- The consolidation of the Reading and Writing Standards to create the English Language Arts Standard.
- The delay of the Science Standard until the Class of 2017 per RCW 28A.655.061.

2.2.5.11, 2.2.5.11.1, WASHINGTON STATE SEAL OF BILITERACY, (WASHING STATE SEAL OF BILITERACY Status)

- Added language.
- Added PROFICIENT as an allowable status.

2.2.5.12, 2.2.5.12.1, Washington State Higher Education Placement Agreement, (Washington State Higher Education Placement Agreement Status)

- Added per Higher Education Placement Agreement.

APPENDIX A

- Updated transcript examples.

Edition 5.0.4 (2014-2015)

- Changed section numbering and updated descriptions, element details, graphics, and other general edits as necessary.

2.2.5.1.1, 2.2.5.2.1, 2.2.5.3.1, 2.2.6.2.1 (READING STANDARD Status), (WRITING STANDARD Status), (MATHEMATICS STANDARD Status), (SCIENCE STANDARD Status)

- Updated hyperlink and text.

2.2.5.8, 2.2.5.8.1 CULMINATING PROJECT (Ending with the class of 2014), (CULMINATING PROJECT Status)

- Removed per Engrossed Second Substitute Senate Bill 6552.

2.2.5.11 WASHINGTON STATE SEAL OF BILITERACY (Beginning with the Class of 2015)

- Added per RCW 28A.300.575/WAC 392-410-350.

APPENDIX A

- Updated transcript examples.

Edition 5.0.3 (2012-2013)

2.2.2 COURSE DESIGNATION KEY

- Updated AP hyperlink and text.

2.2.3.3 Description

- Updated AP hyperlink and text.

2.2.5 ADDITIONAL STATE REQUIREMENTS

- Removed mathematics year 1 and year 2 sections per Engrossed House Bill 1450.

2.2.5.3 MATHEMATICS STANDARD (Beginning with the Class of 2013)

- Updated to include all years starting with the class of 2013.

2.2.5.4, 2.2.5.4.1, 2.2.5.5, 2.2.5.5.1 MATHEMATICS YEAR 1/MATHEMATICS YEAR 2 and (Status)

- Removed mathematics year 1 and year 2 sections per Engrossed House Bill 1450.

APENDIX A

- Updated transcript examples.

Edition 5.0.2 (2012-2013)

2.2.2 COURSE DESIGNATION KEY

- Updated references of Higher Education Coordinating Board (HECB) to Washington Student Achievement Council (WSAC).
- Changed “CADR/HECB Core” to “CADR”.
- Included additional business rules and notes.

2.2.3.3 DESCRIPTION

- Included additional formatting allowances and notes.

2.2.3.9 GRD LEV

- Updated to include all grade levels as allowable values.

2.2.5.9, 2.2.5.9.1 WASHINGTON STATE HISTORY, (WASHINGTON STATE HISTORY Status)

- Updated to include “Waived” as an allowable value.

APPENDIX A

- Updated transcript examples.

APPENDIX B

- Updated references.

APPENDIX C

- Added website address.

Edition 5.0.1 (2012-2013)

2.2.5.10, 2.2.5.10.1 CERTIFICATE OF ACADEMIC ACHIEVEMENT or CERTIFICATE OF INDIVIDUAL ACHIEVEMENT and (Status)

- Updated the requirement to correctly display asterisks (*) instead of X's when a student has not earned a CAA or CIA.

2.2.2 COURSE DESIGNATION KEY

- Updated the school year as 2012-2013 to begin using the new course designation codes designations.

Edition 5.0.0 (2012-2013)

- Changed section numbering and updated descriptions, element details, graphics, and other general edits as necessary.
- Changed overall format and design.

2.1.2.4 GRADUATION REQUIREMENTS YEAR

- Added Graduation Requirements Year in the header.

2.2.2 COURSE DESIGNATION KEY

- Added Course Designation Code L = Local Competency Test.
- Added Course Designation Code N = National Competency Test.
- Added Course Designation Code Q = Quantitative.
- Added Course Designation Code S = Science Lab.

2.2.3.1 STATE CRS CODE

- Added State Course Code to the Academic Record section.

2.2.5.4, 2.2.5.4.1, 2.2.5.5, 2.2.5.5.1 MATHEMATICS YEAR 1/MATHEMATICS YEAR 2 and (Status)

- Added mathematics year 1 and year 2 sections beginning with the graduation class of 2015.

2.2.5.6, 2.2.5.6.1 SCIENCE STANDARD and (Status)

- Updated Science Standard section beginning with the graduation class of 2015.

2.2.5.9, 2.2.5.9.1 WASHINGTON STATE HISTORY and (Status)

- Added Washington State History in the Additional State Requirements section.

2.2.7, 2.2.7.1.1 ADDITIONAL DISTRICT REQUIREMENTS and (Status)

- Added a new subsection that is optional for districts labeled Additional District Requirements.

APPENDIX A

- Updated transcript examples.

APPENDIX B

- Updated and added references.

Edition 3.0.1 (2009-2010)

2.1.3.2 STATE STUDENT ID (SSID)

- Removed hyphens from SSID.

2.2.2 COURSE DESIGNATION KEY (§)

- Revised Course Code Designation Key to reflect B = CADR/HECB Core.
- Added Course Designation K = Cambridge Program
  - Includes the following international curriculum/assessment programs of study offered by University of Cambridge:
    - General Certificate of Education (GCE) Advanced (A) and Advanced Subsidiary (AS) level courses
    - International General Certificate of Secondary Education (IGCSE) level courses

2.2.2.8 SEAL OF THE STATE OF WASHINGTON

- Removed the State of Washington Seal requirement and replaced with seal of the district if, available, per WAC 392-415-070.

2.2.5.11, 2.2.5.11.1, 2.2.5.12, 2.2.5.12.1 READING/WRITING STANDARD and (STATUS)

- Replaced WASL references with high school assessment.

2.2.5.13, 2.2.5.13.1, 2.2.5.14, 2.2.5.14.1 MATHEMATICS/SCIENCE STANDARD and (STATUS)

- Added mathematics and science standard sections beginning with the graduating class of 2013.

APPENDIX A

- Updated and added transcript examples.

APPENDIX B

- Updated and added references.

Edition 2.0.1 (2007-2008)

The ownership of the transcript rules transferred from the State Board of Education to that of the Office of Superintendent of Public Instruction.

2.1.3.2 STATE STUDENT ID (SSID)

- Added data element to the transcript.

2.2.5 STATE ASSESSMENTS

- Deleted entire section and related subsections per ESSB6475.

2.2.5 ADDITIONAL STATE REQUIREMENTS (§)

- Changed entire section with new layout to address new language in ESSB6475 and honor the postponement of the CAA/CIA graduation requirement. These changes include the following:
  - Removed "dates met" for all "Additional State Requirements" elements
  - Removed "methods met" for all "Additional State Requirements" elements
  - Added Reading Standard header
  - Added Reading Standard status (MET, NOT MET, WAIVED)
  - Added Writing Standard header
  - Added Writing Standard status (MET, NOT MET, WAIVED)
  - Moved CAA/CIA header out of "Additional State Requirements" section so it is now displayed under that section
  - Moved CAA/CIA status out of "Additional State Requirements" section so it is now displayed under that section
  - CAA/CIA status is now only displayed when the student has EARNED a certificate, otherwise this row is displayed as ********

Edition 1.0.2 – 1.0.3

1. 2.2.5.3 Sclr

- Updated Business Rules to include new WAC language for item "B".

Edition 1.0.1 – 1.0.2

1. 2.2.5 State Assessments

- Changed entire subsection with new layout.

Edition 1.0.0 – 1.0.1

1. 2.2.5.1.6 Scholar Designation

- Updated language to conform with HB2195.
- Changed SCHOLAR designation from a global designation for all assessments under WASL to a per subject assessment designation.

2. 2.2.8 SEAL OF THE STATE OF WASHINGTON

- Added subsection to include the Seal of the State of Washington.

3. 2.2.5.1.3 Lev

- Removed allowable value ‘0’ from Business Rules.

4. 2.2.5.2.3 Lev

- Removed allowable value ‘0’ from Business Rules.