

CALCULATING YOUR COMPLETION RATE

Directions: Match the number in the ● with the same number in the ● below for an example

- Access a copy of your Academic Record/Transcript
- Calculate your **term (or semester)** completion rate
 - Select the term that you would like to calculate **1**
 - Find your term attempted credits ("Term Att") **2**
 - Find your term earned credits ("Earn") **3**
 - Calculate: earned credits divided by attempted credits **4** ("Earn" ÷ "Term Att")
 - Move the decimal two places to the right
- Calculate your **cumulative** completion rate
 - Find the most recent term (or semester) on your record **5**
 - Find your cumulative attempted credits ("Cum Att") **6**
 - Find your cumulative earned credits ("Earn") **7**
 - Calculate: earned credits divided by attempted credits **8** ("Earn" ÷ "Cum Att")
 - Move the decimal two places to the right

Satisfactory Academic Progress, Academic Eligibility and Financial Aid Eligibility require a **minimum 67% cumulative completion rate AND a minimum 2.0 Grade Point Average (GPA).**

Credit is **not** earned for the following grade types and these grade types will decrease your completion rate:

- W (withdraw)
- F (failing grade)
- FN (fail, did not attend)
- FW (fail, stopped attending)
- U (unsatisfactory)
- I (incomplete)

Credit is **not yet** earned for a Z (in-progress) grade.

Student Academic Record as of Spring Semester 2014

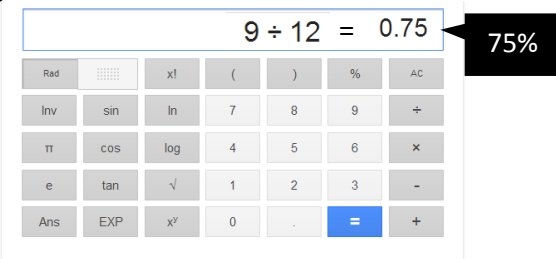
Subj Nbr	Title	Course Cr/Hr	Grade	Cr/Hr	GPA	GPA	GPA
Fall 2004							
Major: Associate of Arts							
PSYC 1150	Gen Psychology	3.00	C	3.00	3.00	6.00	
HIST 1110	Hist Civ I	3.00	A	3.00	3.00	12.00	
ENGL 1111	Fresh Engl I	3.00	B	3.00	3.00	9.00	
ECON 1060	Prin Econ Macro	3.00	C	3.00	3.00	6.00	
UNDG Term Att:	12.00	Earn:	12.00	GPA Crs:	12.00	GPA Pts:	33.00 GPA: 2.75
**** Cum Att:	12.00	Earn:	12.00	GPA Crs:	12.00	GPA Pts:	33.00 GPA: 2.75
Spring 2005							
HIST 1120	Hist Civ II	3.00	C	3.00	3.00	6.00	
ENGL 1112	Fresh Engl II	3.00	W	0.00	0.00	0.00	
ART 2611	Painting I	3.00	B	3.00	3.00	9.00	
HLTH 1030	Personal & Community Hlth	3.00	A	3.00	3.00	12.00	
UNDG Term Att:	12.00	Earn:	9.00	GPA Crs:	9.00	GPA Pts:	27.00 GPA: 3.00
**** Cum Att:	24.00	Earn:	21.00	GPA Crs:	21.00	GPA Pts:	60.00 GPA: 2.85
Fall							
SOC 1110	Introduction to Sociology	3.00	C	3.00	3.00	6.00	
PSYC 1210	Child Develop	3.00	A	3.00	3.00	12.00	
BIOL 1350	Biol of Women	3.00	C	3.00	3.00	6.00	
ACCT 2111	Financial Acct	4.00	C	4.00	4.00	8.00	
UNDG Term Att:	13.00	Earn:	13.00	GPA Crs:	13.00	GPA Pts:	32.00 GPA: 2.46
**** Cum Att:	37.00	Earn:	34.00	GPA Crs:	34.00	GPA Pts:	92.00 GPA: 2.70
Spring 2006							
PE 1040	Volleyball	1.00	A	1.00	1.00	4.00	
ENGL 1112	Fresh Engl II	3.00	A	3.00	3.00	12.00	
ART 1401	Drawing I	3.00	A	3.00	3.00	12.00	
AMST 1010	Women Am Soc I	3.00	B	3.00	3.00	9.00	
UNDG Term Att:	10.00	Earn:	10.00	GPA Crs:	10.00	GPA Pts:	37.00 GPA: 3.70
**** Cum Att:	47.00	Earn:	44.00	GPA Crs:	44.00	GPA Pts:	129.00 GPA: 2.93
Career/Grad Summary - Semester Hours							
Life Att:	47.00	Earn:	44.00	GPA Crs:	44.00	GPA Pts:	129.00 GPA: 2.93
Total Att:	47.00	Earn:	44.00	GPA Crs:	44.00	GPA Pts:	129.00 GPA: 2.93

Term Completion Rate Calculation:

4

9 ÷ 12 = 0.75

75%



Cumulative Completion Rate Calculation:

8

44 ÷ 47 = 0.93617021276

93%

