

## Transcript Key

### Accreditation

WGU Washington (washington.wgu.edu) is a part of Western Governors University which is regionally accredited by the Northwest Commission on Colleges and Universities. The WGU Teachers College is accredited by the National Council for Accreditation of Teacher Education (NCATE). WGU nursing degree programs are accredited by the Commission for Collegiate Nursing Education (CCNE). The Health Informatics program is accredited by the Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM).

### Competency Based Education

WGU Washington grants degrees and certificates based on the demonstration of competencies. Competencies for every degree and certificate are developed by national panels of experts in the field. The competencies represent the knowledge and skills considered essential for effective performance as a graduate of the particular degree or certificate program.

### Domains and Courses of Study

Each degree or certificate program is comprised of a number of domains (areas of study). Students must fulfill requirements for the domains that pertain to their academic program by pursuing courses of study specific to a domain. The courses of study pertaining to a domain consist of five components: (1) defined competencies that the student is required to demonstrate, (2) learning resources the student employs to gain the competencies, (3) mentor guidance during the student's development of the competencies, (4) student's participation in a learning community centered on the competencies, and (5) verification of the student's competencies via various types of assessments such as objective assessments, essay examinations, and portfolio and other capstone projects. Course assessments are administered and proctored securely and are designed in accordance to specifications developed and approved by faculty, Program Councils, and the Assessment Council.

### Competency Units (Credit)

One competency unit is equivalent to one semester credit of learning.

### Class Levels

0-23 units	=	first year or freshman level
24-47 units	=	second year or sophomore level
48-71 units	=	third year or junior level
72-95 units	=	fourth year or senior level
96+ units	=	fifth year or fifth year senior level

### Full Time Enrollment

Undergraduate students are required to enroll in 12 competency units for full-time status. Graduate and Post-Baccalaureate students are required to enroll in 8 competency units for full-time status. Depending on their levels of expertise and how much time they can devote to their studies, students may complete fewer than 12 competency units or many more than 12 competency units in a given six-month term.

### Grading System

Transcripts include five possible marks:

**Pass:** Certifies successful completion of a course of study. The student has demonstrated the required competencies by passing the final assessment with a **grade equivalent of B or better or 3.00 grade points on a 4.00 scale.**

**Not Passed:** Indicates that a student failed to complete a course of study in the time allotted. To meet program requirements, the student generally re-enrolls for the course of study in a subsequent term.

**Requirement Satisfied:** Recognizes that a student has satisfied the requirements of a course of study through alternate coursework that may not be directly transferred.

**Transfer:** Signifies that the student has completed equivalent coursework, or holds certifications or licenses that comply with Western Governors University transfer credit policies.

**Withdrawn:** Represents that the student was withdrawn from the university or course before term completion.

WGU Washington does not calculate a grade point average (GPA).

### Term

WGU Washington enrolls a new class of students at the first of every month and terms are six months in length.

### Note for Transcripts Prior To October 2004

Prior to October 2004 Western Governors University was a non-term institution for Federal Financial Aid Title IV purposes. All courses of study completed prior to October 2004 do not carry a term designation since the courses of study and terms were non-standard in length.

### Release of Information

*In compliance with the Family Education Rights and Privacy Act of 1974 (PL93-380), this information is released on the condition that the recipient "will not permit any other party to have access to such information without the written consent of the student."*

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To resolve questions of interpretation or for further information, please contact the Records Office at (877) 435-7948 x 3146.

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