

Evidence for: Standard IIA10

SPOL Naming Convention: SMCCCD-Website-TranscriptEvaluation-20181121

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URL: <https://smccd.edu/transcript/evaluation.php>

Transcript Evaluation

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Transcript Evaluation

Students with coursework completed at colleges and universities outside San Mateo County Community College District should submit official transcripts from all previously attended schools to the Office of Admissions and Records of their home campus. They should then request an official evaluation of that coursework from Transcript Evaluation Service (TES) within the first weeks of their first term of enrollment at Cañada College, College of San Mateo or Skyline College.

Transcripts must be official and list final grades for all courses. Any course with an I, IP, RD may delay an evaluation and require written explanation for not having a final grade in the course.

Lower-division associate degree-applicable coursework completed with an A, B, C, D, F, CR or P is reviewed, analyzed, and applied, as appropriate, to educational goals in SMCCCD. Courses with W, NC or NP notations are not reviewed.

Grade Point Average (GPA) may be affected by coursework applied from these transcripts. SMCCCD maintains student GPA in four categories.

1. **DISTRICT GPA** - Associate degree-applicable and non-degree applicable courses completed in SMCCCD. The DISTRICT GPA determines ACADEMIC STANDING.
2. **INSTITUTIONAL GPA** - Only associate degree-applicable courses completed in SMCCCD. Non-degree applicable courses are excluded from this GPA which is not used for ACADEMIC STANDING.
3. **TRANSFER GPA** - TES evaluated lower-division associate degree-applicable coursework from colleges and universities outside SMCCCD. Your TRANSFER GPA does not affect ACADEMIC STANDING.
4. **OVERALL GPA** - Inclusive of INSTITUTIONAL GPA and TRANSFER GPA as described above. OVERALL GPA is not used for ACADEMIC STANDING but determines Honors eligibility.

Transcript Evaluation requests are submitted through a student's **WebSMART** account. The evaluation is viewable in Degree Works™ and serves as the district's official response.

The evaluation provides students and counselors essential information for academic planning purposes. Admissions and Records Offices also use evaluations to confirm certificate or degree completion, CSU GE certification or iGETC certification.

Once a transcript evaluation has been completed, it **CANNOT**, under any circumstance, be removed from a student's overall SMCCCD academic history.

TES is not for students who have completed all their coursework within SMCCCD. Use Degree Works™ to view your SMCCCD coursework and its application to various educational goals.

RPTH B10 Course...doc ^ RPTH B10 Course...doc ^ Show all X