

**COUNSELOR
CONFERENCE**

**One Size Does Not Fit All:
Advising Students with
non-California Academic Records**

UC High School Counselor Conference
September 2018

**UNIVERSITY
OF
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Topics

- ❖ Definitions and acronyms
- ❖ Meeting A-G requirements with non-California coursework
- ❖ Evaluation tips and tools
- ❖ Resources

Common terms and acronyms

**Academic
Record**

**Mixed
Record**

**Study
Abroad**

LOI

LOTE

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- **Academic Record:** usually called a “transcript” in the U.S.
- **Mixed Record:** an academic record with both CA and non-CA coursework
- **Study Abroad:** short-term program(s) for U.S. students to study in another country
- **LOI:** Language of Instruction, or UC’s area “b” freshman admission subject requirement
- **LOTE:** Language other than English (Language other than LOI), or UC’s area “e” freshman admission subject requirement

Mixed Record Combinations - Examples

Grades 9-10 out-of-state transcript
+
Grades 11-12 CA transcript

Grade 9 international transcript
+
Grades 10-12 CA transcript

Grades 9-10 CA transcript
+
Grade 11 study abroad transcript
+
Grade 12 CA transcript

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- A mixed record student could have an out-of-state U.S. record and a CA record
- Or the student could have an international record for part of secondary school
 - Grade 9 may appear on a middle school/junior high international record
- Or the student may be a CA student who did a study abroad program during high school
- Student may have attended non-CA school for just 9th; for 9th & 10th; or for 9th, 10th & 11th
- These are just some examples of mixed record combinations; students may also have mixed records within a single academic year (e.g., first semester at an international school, second semester in one of your CA high schools), or a single student may have multiple types of mixed records (e.g., 9th grade international, 10th & 11th out-of-state, 12th in CA high school)

A-G Requirements

A. History/Social Science

B. English or Language of Instruction

C. Mathematics

D. Laboratory Science

E. Language Other Than English

F. Visual Performing Art

G. Elective



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- Each subject area requirement will be reviewed with examples from actual student transcripts
- We'll start with History/Social Science, but will **not** proceed in a-g order
- Instead, we will start with the subject areas that are fairly straightforward in determining whether courses meet a-g requirements, and then we'll gradually progress to more complicated subject areas

Example: Mexico

DATOS DE LA ESCUELA						
SECUNDARIA TÉCNICA No. 21			A		MATUTINO	16DST0021M
NOMBRE DE LA ESCUELA			CARRILLO		TURNO	CC1
Ejeda (maestro/a) registrará las calificaciones y los promedios que se promueven de las evaluaciones por asignatura, grado escolar o nivel educativo y se expresarán con un número truncado a décimos.						
ASIGNATURAS	1	2	3	4	5	PROMEDIO FINAL
ESPAÑOL III	9.7	10.0	10.0	10.0	10.0	9.9
SEGUNDA LENGUA: INGLÉS III	9.4	9.9	8.8	9.4	7.0	8.9
MATEMÁTICAS III	9.8	9.3	10.0	9.7	9.7	9.7
CIENCIAS III (ÉNFASIS EN QUÍMICA)	9.0	10.0	10.0	10.0	10.0	9.8
TECNOLOGÍA III	10.0	10.0	9.7	10.0	10.0	9.9
HISTORIA III	9.0	9.5	9.6	9.7	9.7	9.5
EDUCACIÓN CÍVICA Y ÉTICA III	10.0	10.0	10.0	9.7	9.9	9.9
EDUCACIÓN FÍSICA III	10.0	10.0	10.0	10.0	10.0	10.0
ARTES III (MÚSICA, DANZA, TEATRO O ARTES VISUALES)	10.0	10.0	10.0	10.0	10.0	10.0
PSICOLOGÍA III						
MARQUE SI EL APRENDIZAJE FUE LA PROMOCIÓN DE GRADO DEL DESEMPEÑO ACUMULADO SE ENCUENTRAN EN BARRIO						
	ALERTA	ALERTA	ALERTA			
	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>			

RELEVANTES DE EXÁMENES DE RECUPERACIÓN (SI FUELEBEN)			
ASIGNATURAS	I	II	III

PROMEDIO FINAL DE GRADOS ESCOLARES		PROMEDIO FINAL DE NIVEL EDUCATIVO	
9	7	9	7
NIVEL ESCOLAR		NIVEL EDUCATIVO	

TECNOLOGÍA III	CLAVE: 2011
ÉNFASIS: CONS. E INDS. DE ALIM.	
ARTES III	
DISCIPLINA: DANZA	

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- To meet the “a”/history subject requirement, students must complete 1 year of world history and 1 year of U.S. History (or 1 semester of American Government combined with 1 semester of U.S. History)
- Students graduating from a U.S. high school **must** meet the U.S. History requirement prior to high school graduation, even if the student is only in the U.S. for the senior year and even if the student is studying in the U.S. on a student visa
- All courses used to meet a-g subject requirements must be passed with a grade of C or better, **or the equivalent**
- In the example above, the student completed a course called “History” (Historias) in 9th grade in Mexico
 - UC would allow this course to meet the one-year world history portion of the area “a” requirement
 - The grade of 9.5 in Mexico is considered the equivalent of an A grade in the U.S., so the student has met the World History requirement
 - The student will need to complete U.S. History in the U.S. to complete the requirement
 - If the student were applying for UC admission directly from Mexico, we would expect to see a History of Mexico (or history of the home country) course to compensate for our U.S. History requirement

Example: Nigeria

FA Faith Academy CASHAM LAND, KM 16, OBA-IBORO ROAD, P.M.B. 1026, OBA, NIGERIA. TEL: 07024931328
website: www.faacademy.com n-mail: faacademy198@yahoo.co.uk faacademy@gmail.com

JUNIOR SECONDARY SCHOOL TRANSCRIPT

NAME: _____
SEX: _____ ADMNO.: FACL/ 4416
DATE OF ADMISSION: 2012/2013

SUBJECT	CLASS	SCORE	GRADE	CGPA
MUSIC	JS3	92.2	A	5
		90.3	A1	5.0
NIGERIAN LANGUAGE (IGHO)	JS1	89.5	A	5
	JS2	83.7	A	5
	JS3	93.8	A	5
		89.7	A1	5.0
HISTORICAL AND FIELD STUDIES	JS1	81.2	A	5
	JS2	83.4	A	5
	JS3	80.0	A	5
		81.5	B2	5.0
SOCIAL STUDIES	JS1	86.7	A	5
	JS2	86.8	A	5
	JS3	86.3	A	5
		86.6	A1	5.0

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- A course may not be called “History” but could still meet area “a”
- In this example from a Nigerian secondary school, the “Social Studies” course from 9th grade could be used to meet the world history portion of the “a” requirement
- As with the Mexico example, once the student transfers to a U.S., the student must complete 1 year of U.S. History or 1 semester U.S. History and 1 semester American Government to complete the remainder of the “a” requirement

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- E. Language Other Than English
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We'll move on to laboratory science, since this subject area is fairly straightforward. Areas "b" and "c" are a bit trickier, so we'll come back to those later.

Example: Colorado

#7239 Ralston Valley High			
Course	Mark	Weight	Credit
2016-2017 Grade 10 Term 1			
02056H05012 Algebra II Hon	B	0.5000	0.5
03051H05012 Biology Hon	B	0.5000	0.5
01002H05012 English/Lang Arts 10 Hon	C	0.5000	0.5
05104G05014 Orchestra	A	0.5000	0.5
06104G05012 Spanish IV	B	0.5000	0.5
04051G05012 World History	A	0.5000	0.5
Overview			
Credit: 3.000 GPA: 3.6667 U/W GPA: 3.1667			
2016-2017 Grade 10 Term 2			
02056H05022 Algebra II Hon	B	0.5000	0.5
03051H05022 Biology Hon	B	0.5000	0.5
01002H05022 English/Lang Arts 10 Hon	B	0.5000	0.5
05104G05024 Orchestra	A	0.5000	0.5
06104G05022 Spanish IV	B	0.5000	0.5
04051G05022 World History	B	0.5000	0.5
Overview			
Credit: 3.000 GPA: 3.6667 U/W GPA: 3.1667			

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- Lab science courses from out-of-state will meet the area “d”/lab science requirement if the courses are comparable to courses that are typically approved for area “d” in CA high schools
- In this example from Colorado, the student has completed Biology Honors for 2 semesters with B grades
 - This will meet one year of the lab science requirement
 - The student needs a second year of lab science from a different science discipline to finish the 2-year lab science requirement
 - Remember that school-created honors courses from out-of-state are not eligible for the extra point in the GPA; only AP, IB, and transferable college courses from out-of-state will be weighted in the GPA calculation

Example: Canada

SCHOOL TRANSCRIPT OF GRADES

504 Saville Cres North Vancouver, BC V7N 3B1		135374451 21-Jun-2000 28-Nov-2017 Argyle Secondary 1131 Frederick Rd North Vancouver, BC V7K 1J3	
--	--	--	--

COURSE NAME	COURSE CODE	REG	ESU	RECORD DATE	GR 12 GRADE %	GR 12 POINT %	FINAL %	FINAL GRADE	CREDITS
*ENGLISH LANGUAGE ARTS 9				2015/06			81	B	4
*MATHEMATICS 9				2015/06			86	A	4
*PHYSICAL EDUCATION 9 BOYS				2015/06			80	B	4
PHYSICAL EDUCATION 10 BOYS	PE 10		11	2016/06			88	A	4
PLANNING 10	PLAN 10		10	2016/06			74	B	4
SCIENCE 10	SC 10		08	2016/06			80	B	4
SPANISH 10	SP 10		00	2017/06			63	C	4
SOCIAL STUDIES 10	SS 10		04	2016/06			83	B	4
ACCOUNTING 11	AC 11		00	2017/06			77	B	4
CHEMISTRY 11	CH 11		00	2017/10			77	B	4
ENGLISH 11	EN 11		02	2017/06			78	B	4
PHYSICAL EDUCATION 11	PE 11		00	2017/06			92	A	4
PHYSICS 11	PH 11		09	2017/08			96	A	4
PRE-CALCULUS 11 SUMMER FULL CREDIT	PREC 11		07	2016/08			89	A	4
SOCIAL STUDIES 11	SS 11		05	2017/06			81	B	4
PRE-CALCULUS 12	PREC 12		00	2017/06	86		86	A	4
BA ART METAL 11*	YIA 11A		00						

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- In some countries, individual science subjects are not taught separately in different years; instead, schools will teach an integrated-style science which teaches multiple science disciplines in one course. The course may simply be titled “Science,” as it is in the Canadian example above; this is presumed to be integrated science.
- UC requires completion of three full years of integrated science in an international curriculum to meet the “d” requirement (two years)
- Students who have successfully completed a three-year integrated science sequence (IS 1 + IS 2 + IS 3) at an international school will have met the two-year laboratory science (“d”) requirement AND the one-year elective (“g”) subject requirement.
- Students who complete one or two years of an integrated-style science sequence outside the U.S. and then transfer to a U.S. school can combine IS courses with single discipline courses to meet the requirement.
 - Acceptable combinations for integrated science can be found in “Options for Satisfying UC’s A-G Subject Requirements for Freshman Applicants” in the *Quick Reference Guide to UC Admission* (page 12 in the 2018 edition). Some potential options are:
 - IS 1 + IS 2 + IS 3;
 - IS 1 + IS 2 + one year in biology, chemistry or physics;
 - IS 1 + two years in biology, chemistry and/or physics;
 - IS 1 + one year in biology, chemistry or physics + IS 3;
- One last comment: UC **will accept** online (high school and college) laboratory science courses if the course includes a hands-on, supervised, on-site wet labs.

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- UC requires students to complete either a yearlong VPA course, or two semesters of course work **from the same VPA discipline**
 - The five VPA disciplines are: dance, music, theater, interdisciplinary, and visual arts
 - The two semesters of a yearlong course may be completed in different academic years (e.g., first semester in 9th, second semester in 11th)
- Students from non-CA high schools are also expected to meet the VPA requirement, just as they are expected to meet all of our other a-g requirements
- Some options for a mixed record student who may not be able to fit VPA into their U.S. high school schedule:
 - Online courses: UC **does** accept online high school and VPA courses, but the online school must have a UC-approved a-g course list and the course must be on that list for the year in which the student takes the course
 - **Transferable** college/university online VPA courses are acceptable as long as the single course is 3 semester or 4 quarter units minimum.

Example: Northern Mariana Islands

Crs ID	Course Title	Mark	Cred Att/Cmp
OUT OF USA			
Yr: 2015		Term: YR	Grade: 09
	1015	English I CP	B+ 10.0 / 10.0
	1511	World History CP	B 7.5 / 7.5
	2070	Algebra I	B- 10.0 / 10.0
N	2700	Body & Fencing	B- 7.5 / 7.5
N	2700	PE/Health	C 7.5 / 7.5
	3044	Environmental Sci	C 7.5 / 7.5
	6010	Art I	A- 7.5 / 7.5
	6101	Drama	A- 7.5 / 7.5
Cred Att: 65.0		Cred Cmp: 65.0	GPA: 3.0000

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- While UC tends to be flexible with courses intending to meet the VPA requirement when students apply directly from outside of the U.S., the same flexibility does not apply to a 'mixed record' student graduating from a U.S. high school
 - U.S. high school graduates **must** meet our VPA requirement as stated (one yearlong or two semester courses from the same VPA discipline)
- In the example above, the student attended a school in the Northern Mariana Islands for 9th grade
 - Although the CA transcript has labeled 9th grade as "Out of USA," Northern Mariana Islands is a U.S. commonwealth and students should be able to access course work similarly to students applying from any other state in the U.S.
 - The student completed Art 1 (visual arts discipline) and Drama (theater discipline) in 9th grade
 - Neither course is a full year (10.0 credits); each course only earned 7.5 credits
 - While the combination of Art 1 and Drama would equal more than a full year of VPA course work, the courses are not from the same VPA discipline; therefore, the courses cannot be combined and the requirement is not met
 - At the CA high school, the student could complete one semester of a visual art **or** one semester of a theater course to finish the VPA requirement

Example: Maine

Academics			
Fall Term		Grade	Effort
English 9	Liebmann	B+	3.5
Algebra 2	Papalilo	A	3.5
Topics in Modern America	Beloff	A-	3
Biology	Perdrizet	A-	3
Mandarin Chinese 2	Huxiao	A	2.8
Varsity Art	Claire	Expected	4
Advanced Band	Pierson	Expected	3
Jazz Band	Pierson	Expected	4
Wellness 9	Murphy	Expected	4
Soccer - Boys - V - A	Pierson		3.6
Dormitory	Lane		2.5
US Conduct	Heard		3.6

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- In this example from a boarding school in Maine, the school awards “Expected” or “Not Meeting” grades for some courses. This is just the first trimester of 9th grade, but the grades for the second and third trimesters for these courses were also “Expected.”
- UC must be able to calculate a GPA from a-g course work. “Expected” is akin to a “Pass” grade, which is not acceptable for a-g courses.
- Even though this student has a full year of Varsity Art, a full year of Advanced Band, and a full year of Jazz Band in 9th grade, this student has NOT met the VPA requirement because the student did not earn actual letter or numerical grades in the course.

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- UC requires 3 years of math – Elementary Algebra, Intermediate Algebra, and Geometry – to meet our area “c” requirement
- Successful completion or validation of Algebra I & Algebra II **and** successful completion of Geometry is required from all applicants regardless of where they attended high school
- The requirement may be met with single subject math courses, integrated math courses, or a combination of single-subject and integrated math courses
- Specific scores on AP, IB, SAT or ACT exams can validate the Algebra I and Algebra II requirements, but not the Geometry requirement

Example: 2 Years in China

课程 Course	初三 Year 9 th		科目 Subject	高一 Senior One 10 th	
	第一学期 Term 1	第二学期 Term 2		第一学期 1st Semester	第二学期 2 nd Semester
思想品德 Moral Cultivation	92	95	政治 Politics	85	85
语文 Chinese	93	94	语文 Chinese	88	91
数学 Mathematics	98	96	数学 Maths	86	88
英语 English	97	95	英语 English	87	90
科学 Science	94	96	物理 Physics	85	92
历史与社会 History & Society	95	95	化学 Chemistry	86	85
体育 P.E.	94	96	生物 Biology	/	/
音乐 Music	优 Excellent	优 Excellent	历史 History	85	87
			地理 Geography	86	96
			体育 P.E.	优秀	91
			音乐 Music	优秀	90
			美术 Art	/	/

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- Much like laboratory science, math courses at international institutions are often taught as integrated math, combining elements of Algebra 1, Geometry, Algebra 2, Statistics, Precalculus and even Calculus in each year of the course.
- In many instances of integrated math overseas, the courses are simply called "Mathematics" or "Maths" – as with the example above from China – rather than "Integrated Math."
- The 9th grade "Mathematics" course and 10th grade "Maths" course on the Chinese transcript above would be sufficient to clear the Algebra 1 and Geometry requirements, but not the Algebra 2 requirement.
- When the student starts at the U.S. high school in 11th grade, the next logical level of math would be Algebra 2 (if the school teaches single-subject math) or Integrated Math 3 (if the school is teaching an integrated math sequence).
 - Although the student has only completed Math for two years in China, it is very possible that the student has completed concepts beyond Algebra 1 and Geometry.
 - Using a placement test to ensure the student is placed into the proper math course at your school would be advisable.
- REMINDER: Students who have attended Year 9 in a country where 9th grade is considered middle school are still **required to report the courses and grades from the 9th year on the application AND, if offered admission, provide an official record from their 9th year school that issued those grades.**

Example: India

क्रम संख्या/
S.No.SSE/2016 1024653

केन्द्रीय माध्यमिक शिक्षा बोर्ड, दिल्ली
Central Board of Secondary Education, Delhi
माध्यमिक विद्यालय परीक्षा (सत्र : 2014 - 16)
SECONDARY SCHOOL EXAMINATION (SESSION : 2014 - 16)
ग्रेड शीट सह निष्पादन प्रमाण पत्र Grade Sheet cum Certificate of Performance
यह प्रमाणित किया जाता है कि This is Certified by the No.

माता/पिता/संरक्षक का नाम
Mother's/Father's/Guardian's Name
जन्म तिथि Date of Birth
विद्यालय School
का निष्पादन निम्नानुसार रहा has performed as follows :

1. शैक्षणिक निष्पादन Academic Performance :

भाग Part-1 शैक्षिक क्षेत्र Scholastic Areas

विषय कोड तथा नाम Subject Code and Name	कक्षा Class IX				कक्षा Class X			
	Grade FA	Grade SA	Overall Grade (FA+SA)	Grade Point (GP)	Grade FA	Grade SA	Overall Grade (FA+SA)	Grade Point (GP)
101 ENGLISH COMM.	A2	B1	A2	09	A2	B1	A2	09
122 COMM. SANSKRIT	A2	B2	A2**	09	A1	A2	A1**	10
041 MATHEMATICS	A2	B1	A2	09	A1	A2	A1	10
085 SCIENCE	A1	B1	A2	09	A1	A2	A1	10
087 SOCIAL SCIENCE	A1	B1	A2**	09	A1	B1	A1**	10

Additional :

संचित ग्रेड बिन्दु का औसत (संजीवनी) Cumulative Grade Point Average (CGPA) : 9.8
*कथन और श्रवण कौशल (एएसएस) के आकलन में ग्रेड Grade in Assessment of Speaking and Listening Skills (ASL) : IX - A1 X - A1

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- The standard national curriculum in India is a four-year secondary school program with external examinations after 10th and 12th grade. The Year X exam represents the completion of two years of secondary schooling.
 - The exams are administered by an examination board specific to the region of India where the test was taken.
 - They are often known as the CBSE (Central Board of Secondary Education) exams, but may have other names depending on the region.
- All assessment is based on the external exam marks; internal school marks tend to be much lower than the exam results and are usually not considered for promotion to the next class or for university admission.
- A student, such as the student above, who has completed a Year X (10th year) external exam with passing marks in the subject of Mathematics, is assumed to have completed Integrated Math 1 & 2. This would be sufficient to clear the Geometry requirement.
- The student would then need to complete Algebra 2 or Integrated Math 3 or a more advanced math course to complete the area "c" requirement.
- If the student had only completed the 9th year in India (the circles in Green) and then came to the U.S., (so ignore the 10th year here), you would have to use the internal marks awarded by the school.
 - The student would then only have completed the equivalent of Integrated Math 1. The student then would need to complete Integrated Math II and III (or just IM III) or Geometry and Algebra 2 in the U.S. to complete the area "c"/math requirement.

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- The final two a-g subject areas that generate the most questions for students with mixed records from outside of the U.S. are the “b”/English and “e”/Language Other than English (LOTE) requirements.
- Referring to the “b” requirement as the “English” requirement generates confusion about how a student with an international mixed record can meet the requirement.
- It’s best to refer to the “b” requirement as the “Language of Instruction (LOI)” requirement, as this provides a clue as to which courses UC will use to meet this subject area.
- Students are required to complete four years of composition and literature course work in the primary language of instruction at the school attended
 - For U.S. schools, the primary LOI is almost always English, hence the 4-year English requirement for students completing all of their secondary education in the U.S.
 - Outside of the U.S., the primary LOI is the language in which the majority of courses are taught at the school – which may or may not be the native language of the country in which the school is located
 - While a student is in a school where the primary LOI is not English, the student must complete literature/composition courses each year in that LOI to meet the “b” requirement
 - When the student transfers to a U.S. high school, the student must then complete English courses for the years that they are in the U.S. school to complete the “b” requirement
 - Students do not need to “make up” English courses for the years that they were outside of the U.S.
 - Only one year of approved advanced ESL/ELD course work may be used toward the “b” requirement
 - Students graduating from a U.S. high school must complete a regular (non-ESL/ELD) English course in the 12th grade, even if 12th grade is the first/only year that the student is in the U.S.; the course does not need to be a 12th grade English course (i.e., a course intended for seniors)
- How does UC know what the primary LOI is for a particular school? We ask for the LOI for every international school that a student reports on the application.

Example: Brazil

COMPONENTES CURRICULARES	MENÇÕES OU NOTAS			CARGA HORÁRIA ANUAL			
	2016	2017	2018	2016	2017	2018	TOTAL HORAS
	1º	2º	3º	1º	2º	3º	
Língua Portuguesa e Literatura	9,2	8,8	C	200	200	C	400
Arte	9,7	10,0	D	40	40	D	80
Educação Física	85,00%	87,50%	R	40	40	R	80
Inglês	9,5	9,7	S	40	40	S	80
Matemática	9,5	10,0	A	280	280	A	560
Biologia	9,9	10,0	N	160	160	N	320
Física	9,9	9,8	D	160	200	D	360
Química	9,6	9,9	O	200	200	O	400
História	9,7	9,8	--	120	120	--	240
Geografia	9,6	9,9	--	120	120	--	240
Filosofia	9,9	9,9	--	40	40	--	80
Sociologia	9,4	9,7	--	40	40	--	80
				1440	1480	--	2920

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- In this example from Brazil, the primary LOI was Portuguese, and this transcript represents the 10th and 11th grade. The 9th grade was also in Brazil with Portuguese as the primary LOI.
- The student transferred to a U.S. high school for senior year.
- For UC admission purposes, campuses will use the Portuguese Language and Literature courses to meet area “b” for 9th, 10th, and 11th grade. The student will need to complete a regular (non-ESL/ELD) English course in the 12th grade at the U.S. high school to meet the final year of the “b” requirement.
- Tips:
 - If you aren’t sure what the primary LOI is in this case, just look at the number of hours that are required for the Portuguese Language and Literature course vs. the English course (200 annually vs. 40 annually – green circles). If you have the number of hours available, usually the language course with the most required hours is the primary LOI.
 - In some countries, the location of a course on the transcript is also an indicator of the primary LOI; oftentimes, the primary LOI is the first language listed on a transcript, while the second language is listed further down on the transcript.

Example: Turkey Filling out the Application

THE KOC SCHOOL, 696175-2							Delete
ISTANBUL TURKEY, Turkey							
Years	Summer	Dates	Grad HS/Diploma-Cert	Grading	Term	Language	Edit
9th 2014-2015		09/2014 - 06/2016	No	Other 0-100	Full	Turkish	
10th 2015-2016							

PALISADES CHARTER HIGH SCHOOL, 052327-1							Delete
PACIFIC PALISADES, CA							
Years	Summer	Dates	Grad HS/Diploma-Cert	Grading	Term		Edit
11th 2016-2017		08/2016 - 06/2018	Yes High/Secondary School Diploma 06/2018	A B C D F	Sem		
12th 2017-2018							

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- Students with an international mixed record may need some guidance to fill out the application correctly.
- These next few slides will show a student from Turkey who completed grades 9 and 10 in a Turkish school, and grades 11 and 12 in a CA high school.
- Students are asked to report the LOI for each international school that they report. This helps us determine whether a student has met minimum requirements or not. Students in U.S. high schools are not prompted for the language of instruction; it is presumed to be English.

Example: Turkey

 **THE KOÇ SCHOOL**
THE KOÇ SCHOOL
OFFICIAL ACADEMIC TRANSCRIPT

IB School Code: 5635656
CEE/ACT code: 696175
UCAS code

Name of Student :
Date of Birth :
Student Number :
Name of Parent or Guardian :

Grade 9 (2014 - 2015)			Grade 10 (2015 - 2016)		
Subject	Credits	Grades (0-100)	Subject	Credits	Grades (0-100)
Turkish Reading, Writing & Grammar	2,00	92,25	Turkish Reading, Writing & Grammar	3,00	89,88
Turkish Literature	3,00	90,25	Turkish Literature	3,00	93,38
Religion & Ethics	1,00	97,50	Religion & Ethics	1,00	98,13
History	2,00	96,38	History	2,00	94,75
		

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- The student should work from the Turkish transcript to accurately report the courses and grades from Turkey.
- In this example from Turkey, Turkish is the primary LOI in grades 9 and 10.
- As with the Brazilian example, UC will use Turkish to meet the “b” requirement for grades 9 and 10. The English courses that the student completes in grades 11 and 12 at the CA high school will round out the last two years of the “b” requirement.

Example: Turkey

High School Classes & Grades					Edit
9th Grade, Academic Year 2014-2015					
THE KOC SCHOOL					
A-G Subject Area	Class Title	Honors	Term	Grades	
B-English	Turkish Literature	NH	Full	90.25	
10th Grade, Academic Year 2015-2016					
THE KOC SCHOOL					
A-G Subject Area	Class Title	Honors	Term	Grades	
B-English	Turkish Literature	NH	Full	93.38	
11th Grade, Academic Year 2016-2017					
PALISADES CHARTER HIGH SCHOOL					
A-G Subject Area	Class Title	Honors	Term	Grades	
B-English-ESL/ELD	Advanced ESL 4	NH	Semester	B A	
12th Grade, Academic Year 2017-2018					
PALISADES CHARTER HIGH SCHOOL					
A-G Subject Area	Class Title	Honors	Term	Grades	
B-English	American Literature Composition	NH	Semester	IP PL	

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- The image above shows the correct way that area “b” course work should be reported on the application for this same Turkish student.
 - Turkish Literature is reported under area “b” for the years that the student was in Turkey, even though the application labels the subject area as “B-English.”
 - Note also that the student must report the numerical grades assigned by the Turkish school and should not attempt to convert those grades to a letter-grade system.
 - The student is allowed one year of ESL in the U.S. high school, but not in 12th grade.
 - The student is enrolled in a regular (non-ESL) English course in 12th grade.
 - This student will have met area “b” at the end of 12th grade, assuming that the student earns C or better grades in the 12th grade English course

A-G Requirements

- A. History/Social Science
- B. English or Language of Instruction
- C. Mathematics
- D. Laboratory Science
- E. Language Other Than English**
- F. Visual Performing Art
- G. Elective



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- If we refer to “English” as the “Language of Instruction,” then it stands to reason that we would refer to the “Language other than English” (LOTE) as the “Language other than the Language of Instruction” (LOTLI)
- To meet the area “e” requirements, students must complete 2 years of the same LOTE/LOTLI, or through the 2nd level of high school instruction
- If the primary LOI in the high school was not English, students can use English as their LOTLI; other languages are also acceptable

Example: Iran

IN THE NAME OF GOD
OFFICIAL TRANSLATION FROM PERSIAN

ISLAMIC REPUBLIC OF IRAN
MINISTRY OF EDUCATION
HIGH SCHOOL TRANSCRIPT
Academic Year 2014-15 Grade: 1st afsh

Scaled photo of the holder _____

First Name: _____ Last Name: _____ Sex: _____ Father's Name: _____ Birth Certificate No.: _____
born on Jan. 30, 2000, Student No.: _____ Province: Fars, District 4, Amraz, Iran, Name of School: Farzanegan
(Code No. 44332703, Branch: Theoretical, Field of Study: General Course with no major field of study. (Code No. 12).

Code	Course Title	Credits	Passing Grade (out of 20)	1 st Period		2 nd Period		Annual Grade
				Formative	Final	Formative	Final	
1	5401 Religion & Life I	4	20.00	20.00	20.00	20.00	20.00	20.00
2	5402 The Persian Language I b. English	2	19.75	20.00	20.00	20.00	19.50	19.75
3	5403 The Persian Literature I	2	19.75	20.00	20.00	20.00	19.25	19.75
4	5404 Arabic I	2	20.00	20.00	20.00	20.00	20.00	20.00
5	5405 English I c. LOTE	3	20.00	20.00	20.00	20.00	19.75	20.00
6	5408 Mathematics I	4	20.00	20.00	20.00	20.00	20.00	20.00
7	5409 Social Studies	3	19.50	20.00	20.00	20.00	19.00	19.50
8	5410 Biology & Hygiene	2	20.00	20.00	20.00	20.00	19.75	20.00
9	5411 Physical Education I	1	20.00	20.00	20.00	20.00	20.00	20.00
10	5413 Physics I & Lab.	3	19.25	20.00	20.00	20.00	18.50	19.25
11	5414 Chemistry I & Lab.	3	20.00	20.00	20.00	20.00	19.75	20.00
12	5604 Life Skills	1	20.00		20.00		20.00	20.00
13	5651 Educational & Professional Planning	1	20.00		20.00		20.00	20.00
14	7991 Conduct	2	20.00		20.00		20.00	20.00

This is to certify that the aforesaid student has successfully completed 33 semester credits in the General Course with no major field of study up to the academic year 2014-15.

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- In the example above, the student completed 9th grade in Iran
- Since Persian Language is the primary LOI, UC will use Persian Language in 9th grade toward the area "b"/English (LOI) requirement.
- English 1 in 9th grade would be used toward the area "e"/LOTE (LOTLI) requirement, although Arabic can also be used as one year of LOTLI
- If the student transfers to a U.S. school after the 9th grade, then the one year of English combined with the one year of Arabic in 9th grade is not sufficient to meet the 2-year LOTE/LOTLI requirement; **BUT, the student is NOT deficient in the "e" subject area:**
 - A student educated through the 6th grade or higher in a school where the primary LOI was not English is considered proficient in that language (of instruction) and is not required to take additional LOTE courses.
 - The student must include a note in the Additional Academic Comments section of the application explaining that the requirement has been met through formal schooling through 9th grade (in the above example) in that language.

Example: LOTE Placement Exam

The screenshot shows the website for the UCLA Near Eastern Languages & Cultures department. The header includes the UCLA logo, the department name, and a navigation menu with links for ABOUT, PEOPLE, UNDERGRADUATE, GRADUATE, PROGRAMS, PLACEMENT EXAMS, NEWS, and EVENTS. A search bar is also present. The main content area is titled "Placement Exams" and contains the following text:

The department of Near Eastern Languages and Cultures offers proficiency exams for Arabic, Armenian (Eastern and Western), Hebrew, Persian, and Turkish at the beginning of each quarter. No exams are offered during the summer.

No exceptions or makeup exams are offered. If students fail to take the exam on the scheduled date, they will need to wait until the next term it is offered.

Students use the exam to document proficiency with a foreign language for university or program requirement. Please check with your institution to make sure our departmental exam is accepted.

Registration is required for all students taking the exam.

If you are not a registered UCLA student, the exam costs \$50. Payment MUST BE MADE prior to taking the exam. Students must bring check to NELC's Program Coordinator, Emma Watson, in Humanities 378B the day of the exam. Cash will never be accepted via mail or in person. Please make checks out to "UC Regents".

A "MAIN MENU" sidebar on the right lists: About, People, Undergraduate, Graduate, Programs, Placement Exams, News, and Events. At the bottom of the page, there is a URL: <https://nelc.ucla.edu/placement-exams/>, and logos for "COUNSELOR CONFERENCE 2018" and "UNIVERSITY OF CALIFORNIA".

- Other options for demonstrating LOTE proficiency to clear the area “e” requirement include:
 - Earning a satisfactory score/grade on a proficiency test administered by a college or university; a statement of competency on official letterhead is required
 - For example, the Department of Near Eastern Languages and Cultures at UCLA administers placement exams for Arabic, Armenian, Hebrew, Persian, and Turkish, and they will issue a letter with the results.
 - Certification by high school principal with a notation on the official high school transcript that includes the language and level of proficiency, expressed as “equivalent to ‘X’ years of high school level instruction”.
 - Certification should be based on the judgment of language teachers, advice of professional or cultural organizations with an interest in maintaining language proficiency, or other appropriate sources of expertise.

Evaluation Tips/Tools



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- Working with non-California high school records isn't difficult, especially when you have the right information to guide you.
- This final section of the presentation will provide you with some tips and tools to help you determine whether your students have met minimum a-g requirements or not.

Study Abroad Course Work

Example: France

			Grades	
			N/A Pass	
10th Grade, Academic Year 2015-2016 LYCEE PIERRE ET MARIE CURIE				
A-G Subject Area	Class Title			
A-World History/ Cultures/ Hist. Geography	Histoire et geographie		N/A Pass	
A-World History/ Cultures/ Hist. Geography	Morale et civique			
B-English	Anglais			
C-Algebra II			Grades	
D-Biology / Life Sciences			15 17 NO	N/A Pass
D-Chemistry			NO 14 NO	N/A Pass
E-LOTE Level 3			17 11 NO	N/A Pass
10th Grade, Academic Year 2015-2016 LYCEE SAINT-CHARLES				
A-G Subject Area	Class Title	Hor		
E-LOTE Level 1	Francais Langue Scolarisation	NH	13 19 NO	N/A Pass
C-Algebra I	MATHEMATIQUES	NH	17 18 NO	N/A Pass
D-Physics	FLS PHYSIQUE	NH		
D-Biology / Life Sciences	FLS SVT	NH		
B-English-ESU/ELD	ANGLAIS	NH		

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- Some California students choose to do a foreign exchange program for one or two semesters – usually during the sophomore or junior year of high school.
- Depending on the study abroad program, students may or may not receive a transcript from the overseas high school for the course work completed.
- If the student receives an official academic record for the time spent overseas, the student must report the courses and grades on the UC application exactly as they appear on the transcript
 - Sometimes the grades earned on an exchange program are lower than a student might have expected; they must still report those grades and they will be factored into the overall UC GPA for admission purposes (10th and 11th grade only)
 - UC international specialists understand the various grade scales used overseas and are aware of the level of rigor and/or grading practices used in other countries, and the entire application is reviewed in context
 - Only courses in which letter or numerical grades were earned (based on the country’s grading system) will meet a-g requirements
 - Courses in which a student was simply assigned a “Pass” grade by the overseas school will not meet a-g, except by validation (math and LOTE subjects only)
 - Students should not report “Pass” on the application if the international school assigned actual grades
- In the two examples above from France, one student earned grades on the French grading scale, while the other student earned only Pass grades. The student with Pass grades cannot use any of that coursework toward a-g requirements.
- Note: UC will accept pass-along credit for a foreign exchange program, as long as the courses are itemized under the appropriate academic year with credits and actual grades (not Pass) on your transcript; **this is the only international course work for which UC will accept pass-along credit**

English Proficiency Requirement

WHO?	<ul style="list-style-type: none"> • Students with less than 3 years of instruction in English.
HOW?	<ul style="list-style-type: none"> • TOEFL -score 80 or higher • IELTS - score 6.5 or higher
WHEN?	<ul style="list-style-type: none"> • By December of the senior year • Scores must be submitted to UC by January

Refer to *Quick Reference Guide to UC Admissions* for additional methods of demonstrating proficiency

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- When a student has completed fewer than 3 years of high school in an English-speaking school, that student will be expected to demonstrate English proficiency
- TOEFL and IELTS tests are the most common method of demonstrating proficiency, but students may be able to demonstrate proficiency with SAT, ACT, AP, or IB scores – see page 48 of the *Quick Reference Guide to UC Admissions*
- Students will self- report their English proficiency scores on the application, just as they would self-report SAT/ACT scores.
- Official SAT, ACT and TOEFL scores should then be sent to one UC campus; the scores will be shared with all campuses to which the student applied.
- IELTS scores must be sent to each individual campus.
- **Keep in mind:** A UC campus may require a score higher than the minimum for admission selection. And, some campuses may request an interview to determine English skills during the application review process.

Reporting External Exam Results

COUNCIL FOR THE INDIAN SCHOOL CERTIFICATE EXAMINATIONS, NEW DELHI

No. [REDACTED] ATTESTED COPY [REDACTED]



PASS CERTIFICATE
No divisions are awarded

This is to certify that [REDACTED]
of **GEMS MODERN ACADEMY, DUBAI**
UNIQUE ID [REDACTED]
SON OF [REDACTED]
MOT [REDACTED]
SHE [REDACTED]

was awarded an
INDIAN CERTIFICATE OF SECONDARY EDUCATION (CLASS - X)

The candidate attained at least grade 7 in **SIX** subjects of the External Examination and at least grade **D** in the subject of Internal Assessment as given below:

SUBJECTS	GRADE
External Examination	
ENGLISH	2 TWO
HINDI	2 TWO
HISTORY, CIVICS & GEOGRAPHY	1 ONE
MATHEMATICS	1 ONE
SCIENCE	1 ONE
COMPUTER APPLICATIONS	1 ONE




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- If your student sat for external exams before enrolling at your high school, the student must report their results on the International External Exams page in the Test Score section of the application
- External exams may include: I/GCSE exams, AS or A Levels, IB exam **predicted** results, India year X (as in the example above) or year XII exams, and more
 - Note that some U.S. schools are offering the British curriculum of education, so it is possible to see GCSE and/or A-level exams from U.S. students
 - AP and IB *actual* results and planned exams are not reported on this page

Repeating Courses

Courses used to meet “a-g” requirements must be completed with letter grades of C or better or the equivalent (depending on the school’s grade scale).

Each “a-g” course in which a student received a grade of “D” or “F” may be repeated as many times as necessary **until** the first instance in which the student earns a letter grade of “C” (or better).

- **Important:** If a student repeats a course used to meet the “a-g” requirements in which he or she initially earned a letter grade of C or higher, the repeated grade **will not** be used in calculating the GPA.
- A course can be repeated at a different institution, and it may have a different course title. The content/curriculum of the course must be the same or similar to the original course to be considered a repeat. For example, a student with a D in English 9 at an out-of-state school may repeat the subject at a CA high school with a course titled English I or Freshman English.
- When filling out the application, the student **must** report both the original grade and the repeated grade; UC will only use the better grade in the GPA calculation (grades are not averaged).

Repeating an Academic Year

Even if a student repeats part or all of an academic year they must report their full academic history

Students cannot choose to exclude any courses/marks

Course Title	Mark	Cred Attr/Cmp
SHIJIAZHONG JING YING SCHOOL		
Yr: 2013	Month: 12	Grade: 9
ELD Advanced	A	5.00 / 5.00
Geometry	A	5.00 / 5.00
Physical Education	A	5.00 / 5.00
Chemistry	A	5.00 / 5.00
World History	A	5.00 / 5.00
Chinese 1	A	5.00 / 5.00
Cred Att: 30.00	Cred Cmo: 30.00	GPA: 4.00
SHIJIAZHONG JING YING SCHOOL		
Yr: 2014	Month: 8	Grade: 9
ELD Advanced	A	5.00 / 5.00
Algebra 1	A	5.00 / 5.00
Physical Education 1	A	5.00 / 5.00
Chemistry	A	5.00 / 5.00
World History	A	5.00 / 5.00
Homeland Lang 1	A	5.00 / 5.00
Cred Att: 30.00	Cred Cmo: 30.00	GPA: 4.00
Wallenberg (Racou) HS		
Yr: 2015	Month: 8	Grade: 9
Chemistry	B	0.00 / 0.00
Chinese Niv 3	A	5.00 / 5.00
ELD Advanced RW	A	0.00 / 0.00
ELD Advanced LS	A	5.00 / 5.00
CCSS Geometry	A	5.00 / 5.00
Homeroom	N	0.00 / 0.00
PE 2	B	5.00 / 5.00
Cred Att: 20.00	Cred Cmo: 20.00	GPA: 3.75
Wallenberg (Racou) HS		
Yr: 2015	Month: 12	Grade: 10
CCSS Algebra 2	A	5.00 / 5.00
Band 1	A	5.00 / 5.00
ELD Advanced LS	A	5.00 / 5.00
English 2	A	5.00 / 5.00
Homeroom	N	0.00 / 0.00
PE 2	B	5.00 / 5.00
Physics	A	5.00 / 5.00
Cred Att: 30.00	Cred Cmo: 30.00	GPA: 3.83

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- Ultimately, your school must decide on the appropriate placement of a student, particularly when they come from an international school.
- As we've attempted to demonstrate with this presentation, course work from non-CA high schools **can** meet a-g requirements, so it may not be necessary to have a student repeat an entire academic year
- Even if your school requires the student to repeat a full academic year, or any part of an academic year (9th grade, 2nd Semester was repeated at a CA high school in the case above), UC requires students to report all attempted coursework and grades on the application, and UC will decide which courses and grades to include for admission
- Students may not omit the year(s) completed at another institution; omitting any part of academic record is a serious academic integrity issue
- When the above student applies for admission, the student will report ALL a-g subjects from both 9th grade years under the 9th grade (the courses and grades from the Chinese 9th grade year should be reported as they appear on the Chinese transcript, NOT as they were interpreted by the CA high school)
- If an "a-g" subject is originally completed with the U.S. equivalent of a "C" or better grade, UC will not use the repeated grade in the GPA calculation.
- If your school does decide to have a student repeat a full academic year, we would encourage you to place the student into courses that do not duplicate course work already passed at the previous school

Do's

- ✓ Do advise students to utilize the Additional Comments boxes on the application
- ✓ Do encourage students to obtain an official, sealed international transcript as early as possible
- ✓ Do advise students to report courses and grades exactly as they appear on the international academic record
- ✓ Do encourage students to contact the Ministry of Education in their country if they are having difficulty obtaining academic records

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- As a quick review, these are some do's and don'ts when working specifically with students who have an international mixed record.
 - Encourage students to use the additional comments section to explain complex academic histories, such as the school calendar, grading system, external marks, challenges or obstacles to meeting minimum A-G, e.g. a class they need is not offered at their school or is not possible with the school schedule, etc.
 - Three additional comments boxes: Freshman Gaps, Additional Academic Comments, Additional Comments (at the end of application)
 - If the information the student provides in the application is unclear, we will look at the additional comments box for an explanation
 - Information in additional comments helps to provide context when we review applications.
 - Pass-along credit is not acceptable for international course work. Students must work from the international transcript to report course work and grades accurately, and students should be prepared to provide UC with official academic records from all institutions they've attended or external exams they've taken.
 - Obtaining official academic records from some countries may require weeks or even months; students should request a sealed copy of their international transcripts as early as possible and keep those records sealed so that they remain official.
 - UC *very rarely* makes exceptions for submitting official academic records/transcripts of international coursework.
 - If your student reports difficulty with obtaining official records, encourage them to contact the Ministry of Education in their country for the records.

Don'ts

- ⊘ Don't assume that coursework from outside of CA will not meet a-g requirements
- ⊘ Don't encourage students to obtain an outside credential evaluation, unless you need it for your school's purposes
- ⊘ Don't advise students to report international coursework on the UC application as interpreted by your school, or to omit it altogether
- ⊘ Don't have a student repeat courses or academic years that have already been successfully passed elsewhere

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- Remember that UC will accept many courses from outside of CA to meet our requirements; review the course guidelines and expectations for each a-g subject area in our A-G Guide (<https://www.ucop.edu/agguide/a-g-requirements/index.html>)
- UC does its own in-house evaluations when a student applies for admission; credential evaluations from outside agencies are not accepted and can be costly to the student
- UC does not allow students to repeat courses in which a letter grade of C or better (or the equivalent) was previously earned

Counselor Resources

Quick Reference Guide to UC Admissions 2018

<http://admission.universityofcalifornia.edu/counselors/files/quick-reference-2018.pdf>

A-G Guide

<https://www.ucop.edu/agguide/>

Counselors & Advisers Bulletin

<http://admission.universityofcalifornia.edu/counselors/resources/counselors-advisers-bulletin/index.html>

Future Questions

AskUC@ucop.edu

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Diolch Kiiitos Sheun umesc Kasih Mamnoon Totah
Shnorhakalutun Shokriya Ngnyabonga Cam Dzekijie Shokron
Gamsahapnida Takk Te'akur De'ajiv/De'ajeme Hvala
Dank Waad Dhanyavaadun Kop Salamat Dhanyavad Khopjai
Dakujem krap Tack Grazzi raibh Gracias Naniree Blagodarinya Gomapsunida Terima Enkosi dank
Merci Gra or al Xie Dankie Kruthagnathalu Faleminerit
A'ci Mul Dhanyavaad Bo Grazie
Arigatou Dhonebaad Asante daa
Kun Shukriya ederim Hain Dhan

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