

Transcripts

An official transcript is created and maintained for all students who attend RSU 23. To ensure that the transcript conveys a full and accurate picture of a student's academic record and accomplishments, and that it can be accurately interpreted and understood by diverse external audiences, the following guidelines apply to all official transcripts issued by RSU 23:

1. The names of courses, content areas, and other relevant information will be presented in full, not abbreviated.
2. All learning experiences—whether they are classroom-based courses or approved learning pathway options, such as internships, dual-enrollment courses, or independent studies—will be clearly recorded by title and category type (e.g., course, internship, dual-enrollment, independent study, etc.).
3. The student's grade level when the course or learning experience was completed, and its duration (e.g., semester, year, or summer session), will be recorded.
4. Summary grades and/or proficiency levels for specific courses and learning experiences will be recorded.
5. The transcript will include a summary of proficiency levels achieved on East High School's cross-curricular and content-area graduation standards.
6. Additional academic and co-curricular accomplishments may be recorded, as appropriate, including test scores, significant awards and honors, or the title of the student's capstone project.
7. The transcript will include a summary explanation of the school's grading system and graduation requirements.
8. Selected student information will be recorded, including the student's full name, date of enrollment, date of graduation, and other relevant, non-private information.
9. Contact information for the school, principal, guidance counselor, and/or student advisor will be recorded.

Legal Reference

20-A M.R.S.A. Ch. 207-A § 4722-A Proficiency-Based Diploma Standards and Transcripts (as revised 4/19/2016)

20-A M.R.S.A. Ch. 207-A § 6209, sub-§3-A Transcripts (as revised 4/19/2016)

Cross References

IKD: Academic Recognition

IKF: Graduation Requirements

Approved: 12/21/17