

Transcripts-Official

A transcript is a complete and unabridged copy of all academic work attempted while matriculated at Marquette, with the exception of transfer credit taken elsewhere. Transfer and test credits accepted toward a Marquette degree are recorded on the academic record; however, the grades earned are not displayed on the Marquette transcript and are not calculated into the Marquette GPA. Course and grade information contained on the transcript is released only upon written consent from the student, as required by the federal Family Educational Rights and Privacy Act of 1974, or as required by law. Further information can be found in Marquette's FERPA policy on the Marquette Central academic policies page (http://www.marquette.edu/mucentral/registrar/policy_ferpa.shtml/).

The university accepts only official transcripts for the purposes of posting transfer credit or courses to the Marquette record and/or verification of a degree, diploma or certificate completed at another institution.

Official transcripts are generated by the record/registrar office of another institution and delivered in one of two ways:

1. Electronically delivered to Marquette University via a secure 3rd party method that has been verified by the issuing institution.
2. Printed on security paper and delivered to Marquette University in an envelope sealed by the issuing institution.

All other transcripts are considered unofficial and are not accepted or processed. When an official transcript is received by the Office of the Registrar, the transcript is submitted for review to determine the transferability of any courses and/or credits. The appropriate admissions offices determine if any degree, diploma and/or certificate is applicable to the program in which students have applied.

The following notations appear on the permanent academic record of the student, including the official transcripts of the university:

1. **Required to Withdraw for Academic Misconduct:** dismissed due to academic dishonesty. "Required to Withdraw for Academic Misconduct" appears on both unofficial and official transcripts. If students are allowed to return after this dismissal, "Reinstated to the University" permanently appears on both transcripts.
2. **Required to Withdraw for Academic Reasons:** dismissed due to academic performance. "Required to Withdraw for Academic Reasons" appears on both unofficial and official transcripts. If students are allowed to return after this dismissal, "Reinstated to the University on Probation" permanently appears on both transcripts.
3. **Required to Withdraw for Non-Academic Reasons-Expulsion:** dismissed due to student conduct violation. "Required to Withdraw for Non-Academic Reasons: Expulsion" appears on both unofficial and official transcripts. Expulsion is the most serious university disciplinary action and involves the permanent exclusion of students from the university.
4. **Required to Withdraw for Non-Academic Reasons-Suspension:** dismissed due to student conduct violation. "Required to Withdraw for Non-Academic Reasons: Suspension" appears on both unofficial and official transcripts. If students are allowed to return after this dismissal, "Reinstated to the University" permanently appears on both transcripts.
5. **Required to Withdraw for Professional Integrity Reasons:** dismissed due to lack of integrity in a professional setting, such as a clinical or field placement. "Required to Withdraw for Professional Integrity" appears on both unofficial and official transcripts. If students are allowed to return after this dismissal, "Reinstated to the University" permanently appears on both transcripts.
6. **Required to Withdraw for Professional Performance Reasons:** dismissed due to poor performance in a professional setting, such as a clinical or field placement. "Required to Withdraw for Professional Performance" appears on both unofficial and official transcripts. If students are allowed to return after this dismissal, "Reinstated to the University" permanently appears on both transcripts.
7. **Required to Withdraw for Unsatisfactory Degree Progress:** dismissed due to lack of degree progress. "Required to Withdraw for Unsatisfactory Degree Progress" appears both unofficial and official transcripts. If students are allowed to return after this dismissal, "Reinstated to the University" permanently appears on both transcripts.