

## New Transfer Grades

**Question: I am seeing new MnSCU grades on transcripts. How can I add a new transfer grade to DARS?**

New grades for MnSCU schools are added either with system-defined options, or added and defined by a college or university. When the new grade appears on a transcript, the new grade must be defined in three places:

- Source Institutional Reference Table
- Target Institutional Reference Table
- Grade Master Table

The Institutional Reference Table (building icon) is used to interpret grade values for transfer articulation processing. Each grade is defined in the Institutional Reference Table in terms of its GPA quality points, whether or not the grade is calculated in GPA and whether it would award earned credit.

NOTE: New Grades for MnSCU Colleges and Universities are posted at:

[http://www.dars.mntransfer.org/updates/documents/pdf/New\\_Grades\\_for\\_MnSCU\\_schools.pdf](http://www.dars.mntransfer.org/updates/documents/pdf/New_Grades_for_MnSCU_schools.pdf)

### Source Institutional Reference Table (building icon)

The Source Grade Definition converts an institution's grade into a universal grade symbol. The grade values associated with the Source grade are also defined. Grade definitions used by an institution are normally found on the Source transcript legend or in the college or university catalog.

In our example, the Source Grade Definition table does not include the grade of FN.

Type	IU	Grade	A	R	UI	UGrd	Acu	Reu	GPA	Calc	Crdt	Ct	C1	C2	UC1	UC2	Yr	Trm	Range
8	Grade	<input checked="" type="checkbox"/> BC			<input type="checkbox"/>	2.5			2.330	Y	Y	1							-
9	Grade	<input checked="" type="checkbox"/> C+			<input type="checkbox"/>	2.3			2.330	Y	Y	1							-
10	Grade	<input checked="" type="checkbox"/> C			<input type="checkbox"/>	2.0			2.000	Y	Y	1							-
11	Grade	<input checked="" type="checkbox"/> C-			<input type="checkbox"/>	1.7			1.670	Y	Y	1							-
12	Grade	<input checked="" type="checkbox"/> CD			<input type="checkbox"/>	1.5			1.330	Y	Y	1							-
13	Grade	<input checked="" type="checkbox"/> D+			<input type="checkbox"/>	1.3			1.330	Y	Y	1							-
14	Grade	<input checked="" type="checkbox"/> D			<input type="checkbox"/>	1.0			1.000	Y	Y	1							-
15	Grade	<input checked="" type="checkbox"/> D-			<input type="checkbox"/>	0.7			.670	Y	Y	1							-
16	Grade	<input checked="" type="checkbox"/> DF			<input type="checkbox"/>	0.5			.670	Y	Y	1							-
17	Grade	<input checked="" type="checkbox"/> F			<input type="checkbox"/>	0.0			.000	Y	N	0							-
18	Grade	<input checked="" type="checkbox"/> I			<input type="checkbox"/>	(505			.000	N	N	0							-
19	Grade	<input checked="" type="checkbox"/> V			<input type="checkbox"/>	(511			.000	N	N	0							-
20	Grade	<input checked="" type="checkbox"/> P			<input type="checkbox"/>	(501			.000	N	Y	1							-
21	Grade	<input checked="" type="checkbox"/> W			<input type="checkbox"/>	(506			.000	N	N	0							-
22	Grade	<input checked="" type="checkbox"/> NC			<input type="checkbox"/>	(512			.000	N	N	0							-
23	Grade	<input checked="" type="checkbox"/> U			<input type="checkbox"/>	(506			.000	N	N	0							19733 -19993
24	Grade	<input checked="" type="checkbox"/> AU			<input type="checkbox"/>	(511			.000	N	N	0							19995 -9999
25	Grade	<input checked="" type="checkbox"/> IP			<input type="checkbox"/>	(500			.000	N	Y	1							-
26	Grade	<input checked="" type="checkbox"/> Z			<input type="checkbox"/>	(500			.000	N	Y	1							-
27	Grade	<input checked="" type="checkbox"/> #			<input type="checkbox"/>	(513			.000	N	N	0							-
28	Grade	<input checked="" type="checkbox"/> EX			<input type="checkbox"/>	(540			.000	N	Y	1							-
29	Grade	<input checked="" type="checkbox"/> *			<input type="checkbox"/>	UNKN			.000	N	N	0							-

The grade of “FN” is defined by Saint Paul College (005533) as “Failure for Non-Attendance”. The grade is punitive.

Minimally, every new grade added to the Source Definition table must include the **Type**, **IU**, **Grade**, **UGrd**, **GPA**, **Calc**, **Crdt**, and **Ct** fields.

**Type** – Am I adding a Grade, a Flag, or a Condition code?

**IU** – The institution-to-universal evaluation direction box is checked on the Source Grade Definition.

**Grade** – What is the Source institution’s grade value?

**UGrd** – What is the universal symbol for this grade?

**GPA** – What is the grade point value per credit unit?

**Calc** – Does the Source institution use this grade in GPA calculation?

**Crdt** - Does the Source institution assign earned credit for a course with this grade?

**Ct** – Does the Source institution consider a course with this grade as being “passed”? (Yes = 1, No = 0)

In our example, **Type** is “Grade”, the institution-to-universal **IU** box is checked, **Grade** is “FN”, the **UGrd** is “(540”, **GPA** is “.000”, **Calc** is “Y”, **Crdt** is “N” and **Ct** is “0” [zero]

### Source Grade Definition

	Type	IU	Grade	A	R	U	UGrd	A	U	Reu	GPA	Calc	Crdt	Ct	C1	C2	UC1	UC2	Yr	Trm	Range
1	Grade	<input checked="" type="checkbox"/>	A+	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4.0				4.000	Y	Y	1							-
2	Grade	<input checked="" type="checkbox"/>	A	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4.0				4.000	Y	Y	1							-
3	Grade	<input checked="" type="checkbox"/>	A-	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.7				3.670	Y	Y	1							-
4	Grade	<input checked="" type="checkbox"/>	AB	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.5				3.330	Y	Y	1							-
5	Grade	<input checked="" type="checkbox"/>	B+	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.3				3.330	Y	Y	1							-
6	Grade	<input checked="" type="checkbox"/>	B	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.0				3.000	Y	Y	1							-
7	Grade	<input checked="" type="checkbox"/>	B-	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2.7				2.670	Y	Y	1							-
8	Grade	<input checked="" type="checkbox"/>	BC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2.5				2.330	Y	Y	1							-
9	Grade	<input checked="" type="checkbox"/>	C+	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2.3				2.330	Y	Y	1							-
10	Grade	<input checked="" type="checkbox"/>	C	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2.0				2.000	Y	Y	1							-
11	Grade	<input checked="" type="checkbox"/>	CD	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1.7				1.670	Y	Y	1							-
12	Grade	<input checked="" type="checkbox"/>	CD	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1.5				1.330	Y	Y	1							-
13	Grade	<input checked="" type="checkbox"/>	D+	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1.3				1.330	Y	Y	1							-
14	Grade	<input checked="" type="checkbox"/>	D	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1.0				1.000	Y	Y	1							-
15	Grade	<input checked="" type="checkbox"/>	DF	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	0.7				.670	Y	Y	1							-
16	Grade	<input checked="" type="checkbox"/>	F	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	0.5				.670	Y	Y	1							-
17	Grade	<input checked="" type="checkbox"/>	F	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	0.0				.000	Y	N	0							-
18	Grade	<input checked="" type="checkbox"/>	FN	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(540				.000	Y	N	0							-
19	Grade	<input checked="" type="checkbox"/>	I	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(503				.000	N	N	0							-
20	Grade	<input checked="" type="checkbox"/>	V	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(511				.000	N	N	0							-
21	Grade	<input checked="" type="checkbox"/>	P	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(501				.000	N	Y	1							-
22	Grade	<input checked="" type="checkbox"/>	W	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(506				.000	N	N	0							-

The UGrd (universal grade symbol) values listed above often look like quality points – but they are not. The UGrd translates the grade into a symbol. The universal grade symbols, used by DARS, are SPEEDE defined, and found at: [Grade Values \(SPEEDE Universal Grade Qualifiers\)](#).

In our example, the SPEEDE grade explanation of “Withdrew failing”, uses the universal symbol of “ **(540** ” for the “FN” grade.

### Target Institutional Reference Table (building icon)

Once the new grade has been defined on the Source Grade Definition Table, the universal grade symbol is interpreted on the Target Institutional Reference Table. The Target Institutional Reference Table defines what the grade means at your institution for articulation.

While interpretation of transfer grade to universal grade in the Source Grade Definition table is done for every transfer institution, the task of interpreting the universal grade to your institution’s meaningful grade is done only once in the Target Grade Definition table.

In the example below, the UGrd (universal grade symbol) of “ **(540** “ does not exist.

If the UGrd of **(540** is already on the Target Grade Definition, you should not add a second **(540**.

### Taget Grade Definition

Type	IU	Grade	A	R	UI	UGrd	Acu	Recu	GPA	Calc	Crdt	Ct	C1	C2	UC1	UC2	Yr	Trm	Range
Grade		TRC				2.0			2.000	N	Y	1							-
Grade		TRC				1.7			2.000	N	Y	1							-
Grade		TRD				1.3			1.000	N	Y	1							-
Grade		NTD				1.3			1.000	N	N	0							-
Grade		TRD				1.0			1.000	N	Y	1							-
Grade		TRD				0.7			1.000	N	Y	1							-
Grade		NTD				1.0			1.000	N	N	0							-
Grade		NTD				0.7			1.000	N	N	0							-
Grade		NTF				0.0			.000	N	N	0							-
Grade		NTFN				(509			.000	N	N	0							-
Grade		NTWA				FAIL			.000	N	N	0							-
Grade		TRF				(505			.000	N	N	0							-
Grade		TRP				(501			.000	N	Y	1							-
Grade		TR				(503			.000	Y	Y	1							-
Grade		TRW				(506			.000	N	N	0							-
Grade		TNC				(512			.000	N	N	0							-
Grade		TNC				(502			.000	N	N	0							-
Grade		TRAU				(511			.000	N	N	0							-
Grade		TV				(511			.000	N	N	0							-
Grade		TZ				(500			.000	N	N	0							-
Grade		???				UNKN			.000			0	i						-
Grade		#				(513			.000	N	N	1							-

Minimally, every new grade on the Target Grade Definition table must define **Type**, **UI**, **Grade**, **UGrd**, **GPA**, **Calc**, **Crdt**, and **Ct**.

**Type** – Am I adding a Grade, a Flag, or a Condition code?

**Grade** – How is the grade value translated to my institution?

**UI** – The universal-to-institution evaluation direction box is checked on the Target Grade Definition.

**UGrd** – What is the universal symbol for this grade?

**GPA** – What is the grade point value per credit unit?

**Calc** – Does my institution use this grade in GPA calculation?

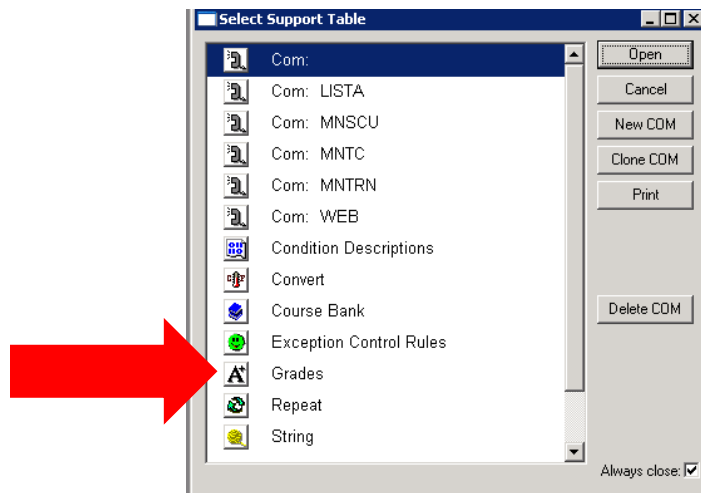
**Crdt** - Does my institution assign earned credit for a course with this grade?

**Ct** – Does my institution consider a course with this grade as being “passed”? (Yes = 1, No = 0)

In our example below, the **Type** is “Grade”, **Grade** is “NTF”, the universal-to-institution **UI** box is checked, **UGrd** is “(540”, **GPA** is “.000”, **Calc** is “N”, **Crdt** is “N” and **Ct** is “0” [zero]

	Type	IU	Grade	A	R	UI	UGrd	Acu	Reu	GPA	Calc	Crdt	Ct	C1	C2	UC1	UC2	Yr	Trm	Range
18	Grade	<input type="checkbox"/>	TRC			<input checked="" type="checkbox"/>	1.7			2.000	N	Y	1							-
19	Grade	<input type="checkbox"/>	TRD			<input checked="" type="checkbox"/>	1.3			1.000	N	Y	1							-
20	Grade	<input type="checkbox"/>	NTD			<input checked="" type="checkbox"/>	1.3			1.000	N	N	0							-
21	Grade	<input type="checkbox"/>	TRD			<input checked="" type="checkbox"/>	1.0			1.000	N	Y	1							-
22	Grade	<input type="checkbox"/>	TRD			<input checked="" type="checkbox"/>	0.7			1.000	N	Y	1							-
23	Grade	<input type="checkbox"/>	NTD			<input checked="" type="checkbox"/>	1.0			1.000	N	N	0							-
24	Grade	<input type="checkbox"/>	NTD			<input checked="" type="checkbox"/>	0.7			1.000	N	N	0							-
25	Grade	<input type="checkbox"/>	NTF			<input checked="" type="checkbox"/>	0.0			.000	N	N	0							-
26	Grade	<input type="checkbox"/>	NTF			<input checked="" type="checkbox"/>	(540			.000	N	N	0							-
27	Grade	<input type="checkbox"/>	NTFN			<input checked="" type="checkbox"/>	(500			.000	N	N	0							-
28	Grade	<input type="checkbox"/>	NTWA			<input checked="" type="checkbox"/>	FAIL			.000	N	N	0							-
29	Grade	<input type="checkbox"/>	TRI			<input checked="" type="checkbox"/>	(505			.000	N	N	0							-
30	Grade	<input type="checkbox"/>	TRP			<input checked="" type="checkbox"/>	(501			.000	N	Y	1							-
31	Grade	<input type="checkbox"/>	TR			<input checked="" type="checkbox"/>	(503			.000	Y	Y	1							-
32	Grade	<input type="checkbox"/>	TRW			<input checked="" type="checkbox"/>	(506			.000	N	N	0							-
33	Grade	<input type="checkbox"/>	TNC			<input checked="" type="checkbox"/>	(512			.000	N	N	0							-
34	Grade	<input type="checkbox"/>	TNC			<input checked="" type="checkbox"/>	(502			.000	N	N	0							-
35	Grade	<input type="checkbox"/>	TRAU			<input checked="" type="checkbox"/>	(511			.000	N	N	0							-
36	Grade	<input type="checkbox"/>	TV			<input checked="" type="checkbox"/>	(511			.000	N	N	0							-
37	Grade	<input type="checkbox"/>	TZ			<input checked="" type="checkbox"/>	(500			.000	N	N	0							-
38	Grade	<input type="checkbox"/>	???			<input checked="" type="checkbox"/>	UNKN			.000		0	i							-
39	Grade	<input type="checkbox"/>	#			<input checked="" type="checkbox"/>	(513			.000	N	N	1							-

## Grade Master Table (Globe icon)



DARS uses the Grade Master Table to look up the definition of the grade coming in with the course. For this reason, every grade used at the institution needs to be defined in the Grade Master table. This includes the home grades and the grades on the Target Grade Definition assigned through transfer articulation. The Grade Master table may also include specific processing instructions. All grades appearing on an audit must be included on the Grade Master table.

In the Grade Master table view below, the **Grade** of NTF has **GPA Pt** of .000, is not used in **GPA Calc** or **Add Credit**, and an **Add Count** of 0 [zero].

Grade	Report Grade	GPA Pt	GPA Calc	Add Credit	Add Count	IP	Condg	Action	Pseudo	Force	Delig	Re place	C K
?													
*													
TWA	TRD	1.000	A	Y	1		T				X	R	more
TWA	TRD	1.000		Y	1		T				X	R	more
TWA	TPA	.000		Y	1		T&B				X	R	more
A	TRP	.000		Y	1						X	R	more
TRA	NTR	.000	C		0		T				X	R	more
TRA	NTD	.000			0		T				X	R	more
B	F	.000		Y	0						X	R	more
TRB	FN	.000		Y	Z	0					X	R	more
TRB	FW	.000			0						X	R	more
C	NTF	.000			0		TF				X	R	more
TRC	NTFN	.000		Y	Z	0					X	R	more
TRC	AU	.000			0						X	R	more
D	I	.000			0						X	R	more
TRD	N	.000			0						X	R	more
TRD	P	.000		Y	1		c				X	R	more
TPA	S	.000		Y	1		c				X	R	more
TRP	TR	.000		Y	1						X	R	more
NTR	U	.000			0						X	R	more
NTD	V	.000			0						X	R	more
F	W	.000			0						X	R	more
FN	Z	.000		Y	1		I c				X	R	more
FW	WV	.000		Y	1						X	R	more

Additionally, the grade of NTF carries a **Condg** (condition code assigned) of “T” and “F”. The “T” and “F” condition codes are used by this institution for additional processing.