

INSTRUCTIONS FOR TRANSCRIPT EVALUATION

Your transcript changes every semester

- It will cover all 8 semesters you will be at Lake View through your graduation.
- It includes grades for each semester, credits earned, class rank, GPA, absences, tardies and service learning hours.

How grades are calculated

- Earn a grade for first, second, third, and fourth quarter. Quarter grades are not on your transcript. The only grade that is calculated into GPA is the semester grade.

How GPA is calculated

- Points are given for each grade. A=4 B=3 C=2 D=1 F=0
- Honors courses earn one point more for each grade, except D or F.
- AP courses earn 2 points more for each grade, except D or F.
- Add them all together and divide them by the number of credits attempted, including any failed courses, be careful of .25 and .75 credits.

Frequently asked questions:

- ALL semester grades are averaged in.
- Summer school and night school do not replace F's in your GPA, but the new grade is averaged in.
- Raising your GPA is more difficult than lowering it.
- Chicago Public Schools Promotion Policy
 - Freshmen = 0-5 credits
 - Sophomores = 6-10 credits
 - Juniors = 11-16 credits
 - Seniors = 17+ credits

Other things to remember:

- Before you graduate, you will need to complete 4 other criteria for graduation (40 service learning hours, high school constitution test, consumer education test, and drivers' education class).
- Attendance directly affects what grades you earn.
- Math and Science are the subjects in which students often have the most difficulty. Improve your grades by learning and practicing good study habits and going for tutoring.