

# Full disclosure

International coursework and academic records

September 2024

A11Y 9/20/24

# What we'll cover...

- Common terminology
- What to report and how to report it
- Why disclosure is important for students
- Why disclosure is important for UC
- Challenges to obtaining records from unstable countries



# Common terminology

## Academic record

- The document showing courses attempted and grades earned
- In the U.S., we call this a ‘transcript’
- If possible, ask for the academic record by its correct name

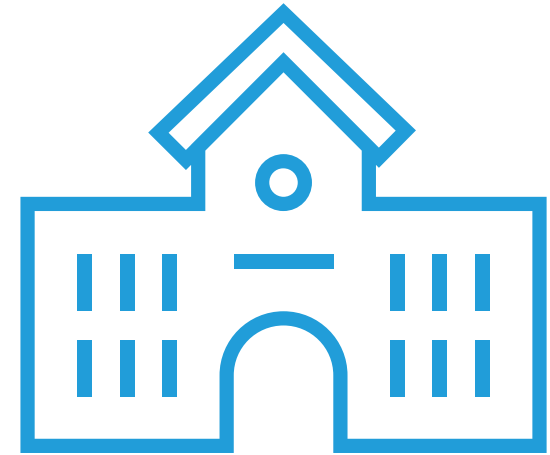
## Mixed record

- An academic record with both domestic and international coursework
- Does not mean the student is an international student
- Both the U.S. and the international coursework must be reported to UC

# What to report

Students must report:


- Every post-secondary institution attended
- All coursework attempted
- All grades earned
- Any degrees/diplomas awarded



# How to report an international institution

In the Academic History section, students will:

- Add the international institution
- Indicate dates of attendance
- Select the term type and grading system for each school
- Indicate language of instruction
- Report degrees/diplomas/ certificates earned with dates

▼ Academic history
Introduction
Transfer Admission Planner
Last high school attended
<b>Colleges</b> 
College courses
Minimum requirements
Additional information
Review

# Example: int'l institution



## Academic history College information

UNIVERSITY OF PADUA, 007633-9  
ITALY,

School code: 007633-9

### When did you attend this college? \*

	Month	Year
Start date:	October	2022
End date:	July	2024

### Is this your current or most recent college? \*

No  Yes

### What is this college's grading system? \*

A B C D F  0-100 (U.S.)  Other

If you chose Other, please specify \*

0-30

### During your attendance, did the college's term system (quarter or semester) change? \*

No  Yes

### What is this college term system? \*

Semester

### Please select all the terms when you were enrolled at this college.

- Fall 2022
- Spring 2023
- Summer 2023
- Fall 2023
- Spring 2024
- Summer 2024

### What level of degree, diploma, or certification did you receive or will be receiving? \*

No degree

### What is the language of instruction? \*

Italian

Save & continue

Cancel

# Reporting international coursework

Students should:

- Work from international record
- Report exact course titles
- Report grades on native grade scale
- Use Additional Comments

UNIVERSITY OF PADUA  
ITALY,ITALY

Grading system: 0-30  
Term system: Semester

College code: 007633

## Grade Codes

**AR** - Academic Renewal      **CR** - Credit      **IN** - Incomplete      **IP** - In Progress  
**NC** - No Credit      **NP** - No Pass      **PL** - Planned      **PS** - Pass  
**WF** - Withdraw Failure      **WI** - Withdraw      **WU** - Withdraw Unauthorized

## Fall 2023

Dept	Course No.	Course Title	Units	Grade	
Phil	000	Political philosophy	6	27	<input type="button" value="Clear"/>

[Add another course](#)

# Disclosure for the student's benefit

Avoid repeating courses unnecessarily

Only UC-transferable courses are included in the GPA

Maintain academic integrity

Avoid potential application or admission cancellation for falsification

Might be able to go directly into higher-level degree program

**May be able to transfer sooner!**



# Disclosure for UC's benefit

Decreases the number of academic record requests

Allows evaluators to consider progress over time

Eliminates need to refer applicants to UCOP for falsification

**Permits a timely review of the application!**

# Additional points to consider

- Academic records are available from nearly every country
- Students usually do not need to request academic records in person
- Institutions will issue academic records for incomplete programs
- Some institutions will issue academic records in English at the student's request
- The student should be able to obtain syllabi or course descriptions for the courses they completed



# Politically unstable countries

- UC recognizes it may be impossible to obtain an academic record in certain circumstances
  - From some war-torn countries
  - From some countries undergoing a political coup
  - From some countries with overall political unrest
  - From some countries that require military service to obtain an academic records
  - From students who are political asylees

# What about “disclosure”?

- Students **must** report attendance at the institution
- If unofficial record is available, student must report coursework and grades
- Student should explain circumstances in Additional Comments
- Campus verifies that academic records are not available
- Campus asks student to sign an official statement acknowledging that if they ever produce the record, no credit will be awarded

## **Countries where academic records may not be available:**

- Afghanistan
- Iran
- Myanmar
- Palestine
- Russia
- Ukraine
- Venezuela

# Thank you