

INDIAN HILLS

OFFICE OF THE REGISTRAR - TRANSCRIPT KEY

Bennett Student Services Center, 525 Grandview Avenue, Ottumwa, Iowa 52501, 641.683.5262

Accreditation and Approval

Indian Hills Community College is a comprehensive, public college operating through two main campuses located in Ottumwa and Centerville, Iowa and eight service centers located in Southeast Iowa. Indian Hills is regionally accredited by the North Central Association of Colleges and Schools and approved by the Iowa Department of Education. In addition, many of the college's technical programs are accredited by accrediting bodies of their professional organizations, including the Iowa Board of Nursing.

Names and Campuses

- Indian Hills was known as Iowa Tech-Area XV Community College from July 1, 1966 to November 10, 1970.
- The name Indian Hills Community College was adopted on November 10, 1970.
- Centerville Junior College became part of Indian Hills Community College July 1, 1968. Indian Hills maintains the academic records for Centerville Junior College.
- Ottumwa Heights College merged with Indian Hills Community College on July 1, 1979. Academic records for Ottumwa Heights College are maintained by the University of Iowa, Iowa City, Iowa

Transfer Credit

This transcript includes only academic credit for coursework taken at Indian Hills Community College unless the work completed at another institution was evaluated and accepted as transfer credit. Only grades earned at Indian Hills Community College are used in the calculation of the student's grade point average (GPA).

Grading Symbols

- A - 4.00 grade points
- B - 3.00 grade points
- C - 2.00 grade points
- D - 1.00 grade point
- F - 0.00 grade points
- I - Incomplete
- J - Grade Reported Next Term (beginning Fall 1998)
- L - Credit for Prior Education
- M - High School Articulation Credit
- N - Audit
- O - Grade Requit (Used only when prior grade removed)
- P - Pass (minimum grade of "D")
- R - Course Repeated (prior to Fall 1998)
- T - Credit by Examination
- V - Withdrawal to Military
- W - Withdrew
- X - Repeat (beginning Fall 1998)
- Z - Grade Reported Next Term (prior to Fall 1998)

Credit Type

- A - Articulated credit transferred from another institution
- I - Institutional credit earned at Indian Hills

Course Identification Systems

Fall 1974 through Summer 1981 - A six position course numbering system where the fourth position indicates the type of credit

- 1, 2 or 3 - Technical credit
- 4, 5 or 6 - Technical credit recommended for transfer
- 7, 8 or 9 - College-level transfer credit

Fall 1981 through Summer 1996 - A six position alphanumeric system where the sixth position indicates the type of credit:

- T - College-level transfer credit
- U - Technical credit recommended for transfer
- X - Technical credit only
- D - Developmental credit

Fall 1996 through Summer 2006 - An eight-position alphanumeric code where the sixth position indicates the type of credit

- T - College-level transfer credit
- V - Technical credit
- D - Developmental credit

Fall 2006 to Present - Beginning in the Fall 2006, Indian Hills Community College adopted the common course numbering system used by a majority of Iowa's Community Colleges. The system consists of these letters followed by three numbers. The letters indicate the course discipline and the numbers indicate course type.

- 00 through 099 - Developmental credit
- 100 through 899 - Technical or transfer credit courses
- 900 through 999 - Focus courses, topics and internships

Calendar Systems

Prior to September 1966 - Semester credits

September 1966 to May 1984 - Quarter credits were issued except that, prior to September 1975, nursing courses and Centerville campus courses were issued in semester hours.

May 1984 to Present Semester credits are issued for a 12-week trimester. Trimesters are labeled Fall, Winter and Spring. In addition, there are two 6-week Summer sessions and a standard 12-week Summer session. Semester credits for each course are calculated using the Carnegie unit.

Grade Requit/Academic Renewal

Students who meet certain specified conditions may be eligible for either Grade Requit or Academic Renewal. The earned grades for those students who meet requirements for Grade Requit or Academic Renewal are removed and are replaced with a grade of "O". An "O" grade is not computed in the student's GPA.

Spring 2020: Term disrupted due to COVID-19 pandemic. Students were given the option of Pass/Fail grading for this term only. Courses with P (Pass, minimum grade of D) satisfy degree requirements