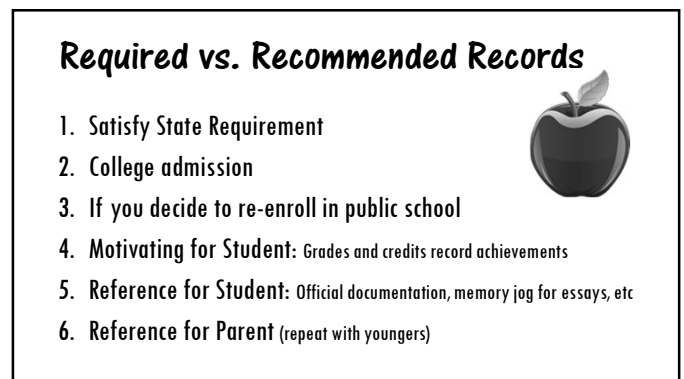
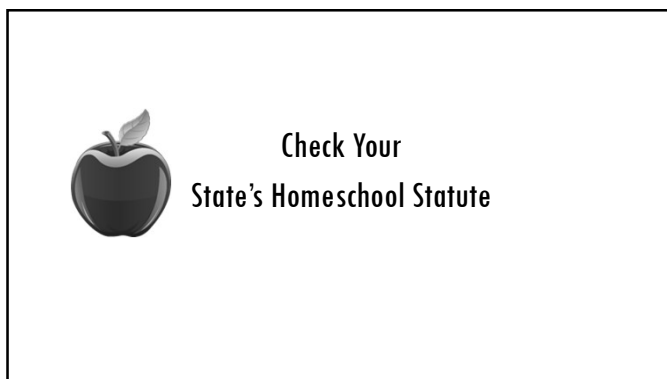
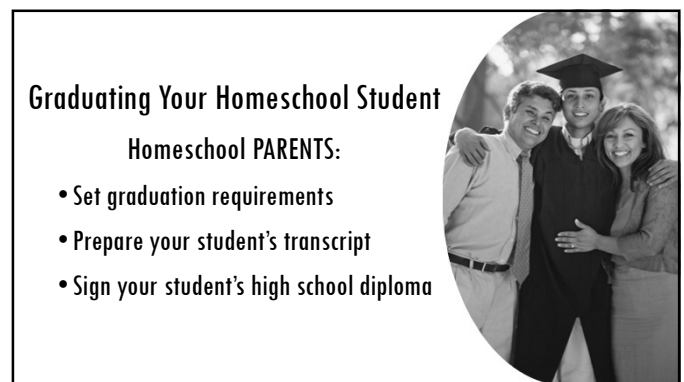
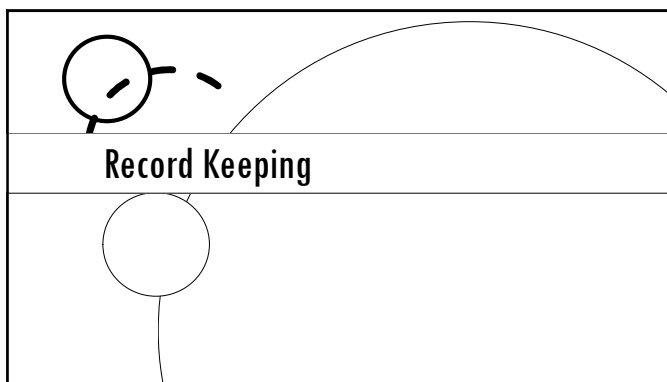
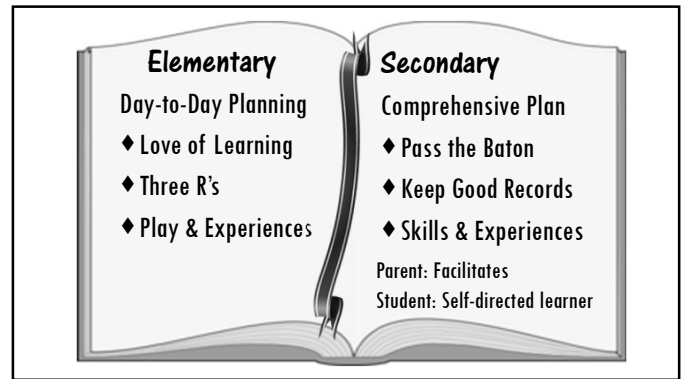
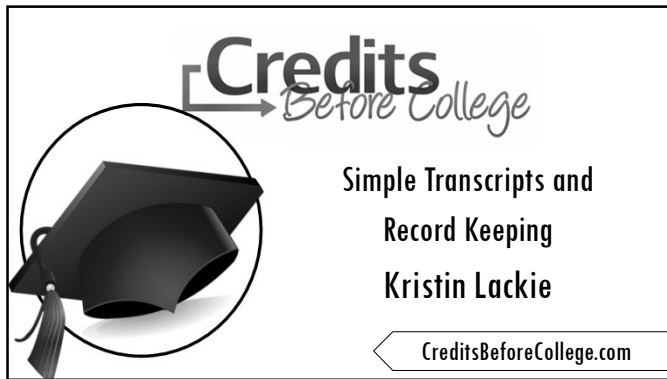


Simple Transcripts and Record Keeping



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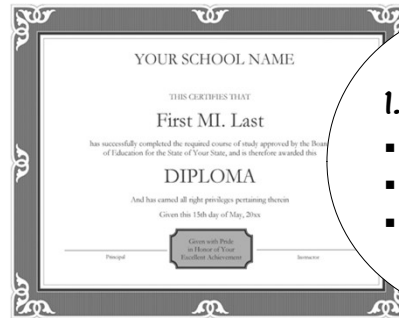
5 Recommended Types of Records

There are many right ways to keep records.

1. Diploma
2. Transcript
3. Course Portfolio
4. Test Scores and Official Docs
5. Activities and Awards



CreditsBeforeCollege.com/record-keeping-guide



1. Diploma Template

- CreditsBeforeCollege.com
- store.HSLDA.org
- [Homeschool Diploma.com](https://HomeschoolDiploma.com)

2. Transcript Basics

1. Author: YOU!
2. Purpose:
 - Record of high school-level work (Academic Resume)
 - Application for College • Scholarship • Employer
3. Typed, professional-looking
4. One-page
5. "Standard" format: Course name, grade, credit earned

Student Information				School Information			
A Amanda K. Erickson 2100 Marquette Avenue Centerville, MN 55303 AERickson@gmail.com				B Erickson Homeschool Academy 2100 Marquette Avenue Centerville, MN 55303 DKERickson@gmail.com			
C 763-252-5244 4/21/20xx Birthdate Female							
Course Title	Grade	Points	Credits	Course Title	Grade	Points	Credits
ENGLISH	B+	3.3	1.0	SOCIAL SCIENCE	A	4.0	1.0
English 9	A	4.0	1.0	Honors US History ¹	A-	3.7	0.5
English 10	A-	3.7	0.5	American Government	A-	3.7	1.0
Speech ²	B+	3.3	0.5	World History and Geography	A	4.0	0.5
Business Writing	B+	3.3	1.0	Honors World Religions ¹	B+	3.3	0.5
College Composition ²				Economics	A	4.0	1.0
				Honors Psychology ¹			

CreditsBeforeCollege.com/transcript

Course Title	Grade	Points	Credits
ENGLISH	B+	3.3	1.0
English 9	A	4.0	1.0
English 10	A-	3.7	0.5
Speech ²	B+	3.3	1.0
Business Writing			
College Composition ²			
MATH	A-	3.7	1.0
Geometry	B+	3.3	1.0
Algebra 1	A	4.0	1.0
Honors Algebra 2 ¹	B+	3.3	1.0
Statistics ²			
SOCIAL SCIENCE	A		
Honors US History ¹	A-		
American Government	A-		
World History and Geography	B+		
Honors World Religions ¹	A		
Economics			
Honors Psychology ¹			
HEALTH/PHY ED	A		
Health 9 First Aid w/CPR	A		
Phy Ed	A		
Tennis ²			
ELECTIVES			
Drafting			
Fine Arts: Piano II			
Fine Arts: Drawing			
Computers and Technology			
Bible			

3. Course Portfolio

1. Course title
2. Instructor & location (if not the parent)
3. Course outline, text, resources
4. Reading list, major projects
5. Outside learning experiences
6. Syllabus & grade reports from other instructors
7. Science lab notebooks



Simple Transcripts and Record Keeping

Course Title	Grade	Points	Credits
SOCIAL SCIENCE	A	4.0	1.0
Honors US History	A-	3.7	1.0
American Government	A-	4.0	1.0
English 9	B+	3.3	1.0
English 10	A-	3.7	0.5
English 11	B+	3.3	0.5
Business Writing	B+	3.3	1.0
College Composition 1			
MATH			
Geometry	A-	3.7	1.0
Algebra 1	B+	3.3	1.0
Honors Algebra 2	A	4.0	1.0
Statistics	B+	3.3	1.0

Awarding Credits

1 Credit = 120-180 hours

.5 Credits = 60+ hours

- 75+% of high school text
- Passing college course

Grade	4.0 Scale
A	4.0
A-	3.7
B+	3.3
B	3.0
B-	2.7
C+	2.3
C	2.0

GPA

Grade Points x Credits

(B) $3.0 \times 1 = 3$

(A) $4.0 \times .5 = 2$

$5 \div 1.5 = 3.33$

Date	Composite Score	Cumulative GPA / Credits
12/01/2023	1260	3.69 / 24.0

Grading: Helpful Hints

1. Document vs. Assigning (student-earned)
2. Determine method in advance
3. Clearly communicate expectations
4. Graph paper or software
5. Math — tests only
6. Subjective (music) — self-determined rubric
7. Attitude and Effort matter!
8. Avoid appearance of grade inflation



ASSIGNING HIGH SCHOOL GRADES
THINK ABOUT THE PIANO

OBJECTIVE

- Everything we teach as homeschoolers we can evaluate the same way a piano teacher evaluates student performance
- Evaluating is not optional
- What did they do with their knowledge
 - Papers
 - Speech
 - Project
 - Test
- Focus on learning

FINAL GRADE IS A SUMMARY
(SMOOTHIE) OF ALL EVALUATION

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Course Titles			
Advanced			
Honors			
AP [®]			
Essentials of			
Introductory			
Plus Electives =			
Total Credits			
22-28			

Course	Grade	Credits	Score
MATH			
Geometry			
Algebra 1			
Honors Algebra 2			
Statistics			
SCIENCE			
Physical Science w/Lab	B+	3.3	1.0
Honors Environmental Science ¹	A	4.0	1.0
Biology w/Lab	A-	3.7	1.0
Chemistry w/Lab ²	B	3.0	1.0
HEALTH/PHY ED			
Health 9/10	A	4.0	0.5
Phy Ed	A	4.0	0.5
Tennis			
ELECTIVES			
Drafting			
Fine Arts: Piano II			
Fine Arts: Drawing			
Computers and T			
Music			
Logic I - Rhetoric			
Personal Finance			
Career Explor			
Cumulative GPA / Credits	3.69	24.0	
Standardized Tests	Date	Composite Score	
SAT	Oct 20xx	1260	
ACT	Dec 20xx	27	
¹ Passed the CLEP / DSST exam for college credit			
² Taken at Elm Hills Community College			

Course	Grade	Credits	Score
SCIENCE			
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Honors Environmental Science ¹	A	4.0	1.0
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Phy Ed	A	4.0	0.5
Tennis			
ELECTIVES			
Drafting			
Fine Arts: Piano II			
Fine Arts: Drawing			
Computers and T			
Music			
Logic I - Rhetoric			
Personal Finance			
Career Explor			
Cumulative GPA / Credits	3.69	24.0	
Standardized Tests	Date	Composite Score	
SAT	Oct 20xx	1260	
ACT	Dec 20xx	27	
¹ Passed the CLEP / DSST exam for college credit			
² Taken at Elm Hills Community College			
Graduation Date: May 20, 20xx			
Administrator/Instructor			
Transcript certified by: Doug Erickson			

4. Test Scores and Official Documents

1. Annual and Standardized Tests
2. Institutional Records
3. Assessments
4. CLEP & DSST exam scores



Course	Grade	Credits	Score
SCIENCE			
Physical Science w/Lab	B+	3.3	1.0
Honors Environmental Science ¹	A	4.0	1.0
Biology w/Lab	A-	3.7	1.0
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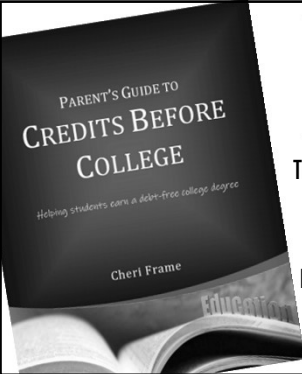
5. Activities and Awards


1. Elective Course Hours/Activities
2. Community Activities
3. Team Participation
4. Leadership Positions
5. Awards, Recognitions, Honors
6. Certifications / Certificates
7. Letters of Recommendations



Course	Grade	Credits	Score
SCIENCE			
Physical Science w/Lab	B+	3.3	1.0
Honors Environmental Science ¹	A	4.0	1.0
Biology w/Lab	A-	3.7	1.0
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Tennis			
ELECTIVES			
Drafting			
Fine Arts: Piano II			
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Computers and T			
Music			
Logic I - Rhetoric			
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Transcript and Diploma Template \$19.95
➤ CreditsBeforeCollege.com/transcript/
Included FREE w/ book purchase \$39.95

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CreditsBeforeCollege.com/Handouts23/

Come see me at my booth!
Thank You!