



## TRANSCRIPT KEY

**INSTITUTIONAL HISTORY:** For more than 175 years, Vermont College has served as a pillar educational institution in Vermont, serving thousands of students from across the country. From its beginnings as Montpelier Seminary to its illustrious history as Vermont Junior College and Vermont College, the institution has provided opportunities for students of all disciplines to pursue their educational goals.

In June 2008, Vermont College of Fine Arts (VCFA) purchased the historic Vermont College campus and three MFA programs from Union Institute & University, which had owned the campus since 2001. VCFA is a low-residency fine arts graduate school offering the following prestigious Master of Fine Arts degree programs: Writing, Writing for Children & Young Adults, Visual Art, Music Composition, Graphic Design, and Film.

### History of Vermont College:

1834	Newbury Seminary
1841	Newbury Theological Institute
1846	Springfield Wesleyan Seminary
1865	Vermont Conference Seminary
1870	Vermont Methodist Seminary
1894	Montpelier Seminary
1941	Vermont Junior College
1958	Vermont College
1972	Vermont College of Norwich University
2001	Vermont College of Union Institute & University
2008	Vermont College of Fine Arts

**GRADING SYSTEM:** VCFA does not provide letter grades or calculate GPA's. At the conclusion of each semester, students and their faculty advisors and/or artist-teachers complete final evaluations of the students' work throughout the semester. If a student's work has been successfully completed, a final assessment of **CR** (Credit Awarded) is recorded in the student's academic record, and full credit is awarded. If a student's work has proven to be inadequate, a final assessment of **NC** (No Credit) is recorded and no credit is awarded. If an enrolled student withdraws during the refund period of a semester, an assessment of **W** (Withdrawn) is recorded and no credit is awarded. Occasionally an assessment of **I** (Incomplete) is used to signify that the work has not yet been completed.

An assessment of **CR** (Credit Awarded) is considered the equivalent of a B or better in a conventional grading system. The underlying assumption is that students at the graduate level should perform well, not just adequately. Therefore, an assessment of **CR** indicates substantial effort, productivity, and artistic progress.

**CREDIT:** The unit of credit at VCFA is the equivalent of the semester hour credit.

**COURSE-SEMESTER DESCRIPTIONS:** A brief description of the student's work each semester is contained in the "Course Comments" section of the transcript. Prior to the implementation of "Course Comments" a brief synopsis of the student's work was produced each semester and attached to the transcript (if applicable).

### **DUAL-GENRE AND EXTENDED DEGREE OPTIONS:**

In addition to the traditional 4-semester programs, there are several dual-genre or extended degree options permitting students, under certain circumstances, to complete an additional semester or two in another genre/curriculum. These options are described in detail in the Student Handbook and on the College website.

**TRANSFER CREDIT:** The programs at VCFA will consider a maximum of one semester of graduate-level transfer credit toward the MFA degree. In order for credits to be considered for transfer, the student must apply and be accepted into the program, and the credits must be from an accredited institution of higher education. All potential transfer credits are subject to faculty and/or admissions committee review.

**CALENDAR:** Each semester is 6 months in length. Each semester begins with an on-campus residency period, followed by a 6-month off-campus period of self-designed study and studio practice under the guidance of faculty advisors and/or artist-teachers. Each student concludes his/her study with a final on-campus residency.

**COURSE NUMBERING:** Course numbers consist of a 3-letter subject code, followed by a 500- or 600-level course number indicating study at the graduate level.

**ACCREDITATION:** Vermont College of Fine Arts is accredited by the New England Association of Schools and Colleges, Inc., through its Commission on Institutions of Higher Education.

**OFFICIAL TRANSCRIPTS:** A transcript is considered official if the Registrar's signature and the embossed institutional seal appears on the first page.

**RELEASE OF INFORMATION (FERPA):** In accordance with the Family Educational Rights and Privacy Act of 1974, this record should not be released to a third party without the prior written consent of the student.

**INQUIRIES:** All inquiries regarding the academic records of Vermont College of Fine Arts should be directed to the Registrar's Office at:

Vermont College of Fine Arts  
36 College Street  
Montpelier, VT 05602  
(802) 828-8724  
[registrar@vcfa.edu](mailto:registrar@vcfa.edu)