OFFICIAL TRANSCRIPTS
Previous School Years

Copies of official transcripts with final marks for two previous years of schooling are required as part of student application to the Central Okanagan International Education Program.

Please indicate final marks as a letter grade or percentage (%).

STUDENT Name: _____ Age: _____ Current Grade Level: _____

School Year:	**Grade Level:**	
Course	Mid-Year Mark (%)	Final Mark (%)

School Year:	**Grade Level:**	
Course	Mid-Year Mark (%)	Final Mark (%)

Please provide mid-year marks <u>below</u> for current school year if available at time of application.

Current School Year:	
Course	Mid-Year Mark (%)

How to submit transcripts:

1. Complete this form (page 1)
2. Attach copies of transcripts
   - Order the transcripts after (page 1) from most recent date to oldest date
3. Upload (page 1) and transcripts as **one** PDF document to the student application.

If percentages are not provided on the transcripts, please use the following ranking scale to provide an equivalent letter grade for the courses listed above.

Grade	Percentage	Comment
A+	95 – 100	Outstanding
A	86 – 94	Excellent
B+	80 – 85	Very Good
B	73 – 79	Very Good
C+	67 – 72	Good
C	60 – 66	Satisfactory
C-	50 – 59	Minimally Acceptable
F	0 – 49	Failed

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