High School Transcript Legends / Grading Scales

Question: Why is it necessary to send TEA a PDF copy of our high school grading scale or transcript legend? What type of information should we send?

Answer: Because the UT SPEEDE server transmits documents according to national standards and because it only transmits those document types that a registered receiver can process, the server does not currently transmit PDF transcripts. To avoid delays in processing students' college admission applications, the college and university registrars working with TEA in developing TREx have asked that TEA publish a high school grading scale/transcript legend for each Texas high school on the TREx web site at http://www.tea.state.tx.us/trex/ihetools/.

Please include your campus name, district name, TEA-assigned campus number (CDC), and College Board Campus Code in the PDF with the transcript legend/grading scale. You may send the PDF to either your ESC TREx Coordinator or directly to TEA at TRExSupport@tea.state.tx.us.

Be sure to include everything that you feel a college registrar will need to process your students' college admission requests. Following is one example of information that can be included in a high school grading scale / transcript legend:

Grade	Regular Classes	Honors	Dual Credit/College Classes	
070	1.00	2.00	3.00	A – 100-90
071	1.20	2.20	3.20	B – 89-80
072	1.40	2.40	3.40	C – 79-75
073	1.60	2.60	3.60	D – 74-70
074	1.80	2.80	3.80	F – 69-0
075	2.00	3.00	4.00	
076	2.20	3.20	4.20	
077	2.40	3.40	4.40	
078	2.60	3.60	4.60	
079	2.80	3.80	4.80	
080	3.00	4.00	5.00	
081	3.10	4.10	5.10	
082	3.20	4.20	5.20	
083	3.30	4.30	5.30	
084	3.40	4.40	5.40	
085	3.50	4.50	5.50	
086	3.60	4.60	5.60	
087	3.70	4.70	5.70	
088	3.80	4.80	5.80	
089	3.90	4.90	5.90	
090	4.00	5.00	6.00	
091	4.10	5.10	6.10	
092	4.20	5.20	6.20	
093	4.30	5.30	6.30	
094	4.40	5.40	6.40	
095	4.50	5.50	6.50	
096	4.60	5.60	6.60	
097	4.70	5.70	6.70	
098	4.80	5.80	6.80	
099	4.90	5.90	6.90	
100	5.00	6.00	7.00	

A= Tech-Prep Course K= Pre IB Course V= Course taken with modified content C= Correspondence Course L= Local Credit X= Innovative Course D= College Dual Credit M= Magnet Course Z= Distance Learning E= Credit by Exam N= Night School G= Gifted/Talented P= AP Course H= Honors Q= Pre AP Course I = IB Course R= Summer School J= HS Course Completed S= Content modified by ARD Prior to Grade 9 T= Credit Awarded by Examination Refer to Rules for Appropriate Use. A passing grade is 70 or above, P=Pass, F=Fail #3rd or 4th part of the course; * No credit awarded due to excessive absences