Post Secondary Transcript Processing
Updated Process Spring 2016

1. Transcript Received & Reviewed
   - Duplicate process runs - includes all domestic institutions!*

2. Courses imported into TCG
   - EVERY 2 Hours!

3. Courses evaluated
   - Red X on DARS until all courses are evaluated

4. Student record finalized - All Courses evaluated
   - Auto-Updates 2x per hour. Red X disappears & all transfer courses visible on DARS

5. UPR XXX LWR XXX Evaluation***

* Duplicate/Repeat Process: This process can only compare what rules are in the TCG. The scope of the process increased to include all institutions, however other examples of a duplicate that an advisor might find include:

   ⇒ ENGL 100 - Evaluated as ASU ENG 101 and EXX 156-First Year Comp (taken FA88): These may be duplicates! Work with articulation@asu.edu to determine if they are duplicates or not

   ⇒ PSYCH 475—Evaluated as ASU PSY 350 and PXX 384: Social Psych. The PXX course was evaluated at a later date. Work with articulation@asu.edu to determine if they are duplicates or not

** If courses on a transcript are still being evaluated, courses will not be visible on the DARS until the courses are finalized and the Red X disappears

⇒ View status of evaluations in TCG Advisor/Student view, in PeopleSoft (Transfer Credit tab), or on the official transcript (AppXtender)

***UPR/LWR evaluation: these are courses that need more information to fully evaluate. However, the courses will be given an equivalency of UPR XXX or LWR XXX (with general studies if applicable). These evaluations can be found in the TCG and will fall appropriately into general studies portion of the DARS. If a student has the syllabus for an UPR/LWR course, you can have them submit it to the TCG for re-evaluation.

There is also improved logic to AA degrees posting to DARS and with special programs that have varied maximum allowable transferrable hours (AAS to BAS, Nursing, Medical Lab Sciences, etc.)

Advisior TIP: View courses in TCG student/advisor view, PeopleSoft (Transfer Credit Tab), and AppXtender

Advisior TIP: Need the Red X removed prior to an advising appointment? Send articulation@asu.edu an email at the beginning of the week to avoid a last minute time crunch