



International Guide Academy, Inc.



STUDENT TRANSCRIPT

Name Jen Mintzer Hours Completed 80 Final Grade A

Class Start Date 30 November 2013 Class Finish Date 8 December 2013

Number of hours class attended 50 Number of hours of research and class preparation 30

GRADE RECORD

<u>Examination Subject</u>	<u>% of total</u>	<u>Alpha Grade</u>	<u>Numeric Grade</u>	<u>Weighted Value</u>
Motorcoach Tour Commentary	30%	A	95	28.50
Written Examination	25%	A	98	24.50
Client Welcome Presentation	30%	A	97	29.10
Class Interaction/Problem Solving Workshops	10%	A	98	9.70
Research project	5%	A+	100	5.00

TOTAL NUMERIC VALUE: 96.80

GRADE INTERPRETATION

- A+ Exceptional skills:** Student should be successful on first tour. (99-100%)
- A Superior Skills:** Student should be successful on 1st or 2nd tour. (95-98%)
- A- Excellent Skills:** Student should be successful during first tour season. (91-94%)
- B+ Good Skills:** Student should be successful by end of first full season. (89-90%)
- B/B- Average Skills:** Student should work to improve skills in subjects in which scores are less than A-. (B is 85-88%) (B- is 81-84%)
- C+ Adequate Skills:** Student should evaluate kinds of skills needed and possibilities for improving skills to meet higher standards of performance. (C+ is 79-80%)
- C/C- Marginal Skills:** Student should seek opportunities to further develop the strong skills needed for success. May not be ready for tour management. (C is 75-78%) (C- is 71-74%)

This completed form is given to each student and a copy is filed in their permanent record file.