MEMORANDUM

Date: May 28, 2010

To: Provosts/Vice Presidents for Academic Affairs
Vice Presidents for Student Affairs

From: Allison G. Jones
Assistant Vice Chancellor

Subject: Transfer Grade Point Averages and the Enrollment Reporting System (ERS)

There is currently insufficient information available regarding the grade point average (GPA) of applicants who are offered admission to the CSU as transfer students. Increasingly, campuses receive applications from more minimally qualified applicants than can be accommodated. It is, therefore, necessary to analyze the admissions data of the applicant pools.

The data are provided concerning freshman admissions, e.g., grades, test scores, courses, can easily be drawn from the CSU Enrollment Reporting System (ERS). But, similar data regarding transfer admissibility are frequently missing. In order to remedy this shortage of useful transfer admissions data, Transfer Grade Point Average (TGPA) will become a required data element effective with the ERS data collected for the Fall term of 2010. The data element, Transfer Grade Point Average, is defined in the CSU “Enrollment Reporting System Operations Manual, 2009” (page 311).

The ‘Special GPA Process’ supported by the CSU Common Management System (CMS Central) provides campuses the ability to calculate and capture Transfer GPAs. Campuses may either use this process for ERS reporting purposes or may derive Transfer GPAs for ERS by other means. With the exception of records of certain international students, failure to provide a transfer GPA of any undergraduate applicant whose Admissions Basis code equals any of the following: N, O, Q, R, S, T, U, W, V, Y or Z will constitute a “catastrophic error” and the campus’ submission of their ERS file will be denied.

Questions about the change reporting requirements for Transfer Grade Point Average (TGPA) may be referred to Mr. Eric Forbes at eforbes@calstate.edu or Ms. Monica Malhotra at mmalhotra@calstate.edu.

c: Executive Vice Chancellor Jeri Echeverria
   Mr. Eric Forbes
   Ms. Marlene Rosenfeld
   Ms. Monica Malhotra
   Directors of Admissions and Records