Dear Immersion Directors,

Annamarie Bianco, University Registrar, provided the clarification below on recording grades for USIP offerings that do not show on the student transcript.

Best,

Erin

Begin forwarded message:

**From:** Annamarie Bianco <Annamarie.Bianco@mail.cuny.edu>
**Date:** January 29, 2015 at 12:51:00 PM EST
**To:** Erin Croke <Erin.Croke@cuny.edu>
**Cc:** Lucinda Zoe <Lucinda.Zoe@cuny.edu>
**Subject:** **RE: Inputting USIP Grades So They Do Not Show up on the CF Transcript**

The registrar can configure a unique grade basis “UIM” to record grades for Immersion workshops that do not print on the official transcript and do not impact GPA.  Below is a screen shot of the CSI configuration for this purpose.  The UIM grade basis allows grades of F, P, INC, FIN, W, WU, WD, WN, WA to be recorded.

