

Credit Group Setup (North Carolina)

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Elementary (ES) Credit Group | Middle School (MS) Credit Group | Suppressed (SU) Credit Group | High School (HS) Credit Group

Tool Search: Credit Groups

Credit Groups define how credits earned by students are counted on the transcripts and used to track a student's progress toward graduation. Credits on the transcript display chronologically, but a summary of student work is available on the transcript, showing the number of credits in each category defined in the Credit Group.

Credit Groups do not include the number of credits earned by a student, which is determined by the course's Grading Tasks, but instead organize credits earned across courses on the student's Credit Summary. See the Things to Know About Credit Groups and Types for more information.

This article provides information to verify or set up Credit Groups to meet North Carolina compliance; initial setup was handled during implementation.

To ensure accurate calculation of student graduation progress and to maintain consistency in transcript reporting, all districts must use the state-defined credit groups without modifications. These credit groups are set up according to SBE Policy GRAD-004 and should not be modified.

Creating new credit groups or altering existing ones disrupts historical data integrity and directly affects the system's ability to:

- Accurately calculate and display graduation progress,
- Populate the North Carolina Official Transcript correctly, and
- Submit accurate data for the electronic transcript (e-Transcript) as required by state regulations.

The use of unauthorized or customized credit groups will result in incomplete or inaccurate transcripts, which may negatively impact student outcomes, including college admissions and scholarship opportunities.

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Hith & PE Math OCS Other Science Soc Stud Middle Middle Suppressed	HS ~ Cradit Overflow Rollup Other ~ Comments	

Refer to the Credit Groups Setup article for information on credit groups, credit types, best practices and how to create groups.

Credit Groups are set up at the District level. Credit Groups and Credit Types are associated with Course Masters. **Because of this, DO NOT MODIFY these groups and types.**

Things to Know about Credit Groups and Types

- NC Credit Groups are ES, MS, HS, and SU.
- The Credit Group Tree displays the Credit Type(s) when the Credit Group is expanded.
- High School Credit Types now align with the NC Department List.
- Historical grades were not converted. Instead, they were converted as transcript records using the credit types for non-High School Credit Courses as ES and MS.
- Review the Credit Summary and Course Display sections of the North Carolina Transcripts article.
- The Credit Overflow Rollup field is not associated with Course Masters, Courses or Transcripts.
- The PESC Mapping field is used for eTranscripts. Refer to the following for more information on eTranscripts:
 - North Carolina Official XML Output for eTranscripts Setup
 - Electronic Release Setup (North Carolina)

(NC) Credit Groups				
(Credit Type Name)		(Credit Group)		
Name	PESC Name	Parent Group	CreditRollup	
Elementary		ES		
ECS	Miscellaneous	HS	Other	
ELA	EnglishLanguageLiterature	HS	Other	
HIth & PE	PhysicalHealthSafetyEducation	HS	Other	
Math	Mathematics	HS	Other	
OCS	Miscellaneous	HS	Other	
Other	Miscellaneous	HS		
Science	LifePhysicalSciences	HS	Other	
Soc Stud	SocialSciencesHistory	HS	Other	
Middle		MS		
Suppressed		SU		

North Carolina Credit Groups

Elementary (ES) Credit Group

Step 1. Create the Credit Group

- 1. Select New Group. The Credit Group Detail editor displays.
- 2. In the Name field, enter ES.
- 3. Click **Save**. The new Credit Group displays in the Credit Group Tree.

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e New Group Save Delete Credit Group Tree <	Credit Group Detail Name ES PESC Name Parent Group Credit Overflow Rollup Comments
	ES Credit Group



Step 2. Create the Credit Type

- 1. Select **New Group**. The Credit Group Detail editor displays.
- 2. In the Name field, enter Elementary.
- 3. Select **ES** from the **Parent Group** dropdown.
- 4. Click **Save**. The new Credit Type displays as a child of the ES Credit Group.

Credit Group Setup ☆	
New Group Save Credit Group Tree Es Eementary HS MS MS SU Par Credit Group Tree Eementary Par Su Par Su Par Su Par Su Par Su Par Su Par <	dit Group Detail me mentary SC Name v ent Group So dit Overflow Rollup v mments
Elementary Credit Ty	pe with Parent Group ES Selected

Middle School (MS) Credit Group

Step 1. Create the Credit Group

- 1. Select New Group. The Credit Group Detail editor displays.
- 2. In the Name field, enter MS.
- 3. Click **Save**. The new Credit Group displays in the Credit Group Tree.

Credit Group Setup ☆ New Group Save Delete Credit Group Tree The Set of the set o	Credit Group Detail Name MS PESC Name PSC Name Credit Overflow Rollup Credit Overflow Rollup
	MS Credit Group

Step 2. Create the Credit Type

- 1. Select New Group. The Credit Group Detail editor displays.
- 2. In the Name field, enter Middle.

Infinite

- 3. Select **MS** from the **Parent Group** dropdown.
- 4. Click **Save**. The new Credit Type displays as a child of the MS Credit Group.

Credit Group Setup ☆			
Credit Group Setup \$7			
Middle Credit Type with MS Parent Group Selected			

Suppressed (SU) Credit Group



This credit group can be used when a student repeats a class that should not display on the printed transcript.

Step 1. Create the Credit Group

- 1. Select New Group. The Credit Group Detail editor displays.
- 2. In the Name field, enter SU.
- 3. Click **Save**. The new Credit Group displays in the Credit Group Tree.

Credit Group Setup ☆	
New Group Save Credit Group Tree Credit Group Tree Credit Group Tree Credit Group Tree Credit Group Tree Credit Group Tree Credit Group Tree Credit Group Tree Credit Group Tree Credit Group Tree Credit Group Tree Credit Group Tree Credit Group Tree Credit Group Tree Credit Group Tree Credit Group Tree Credit Group Tree Credit Group Tree Credit Group Tree Credit Group Tree Credit Group Tree Credit Group Tree Credit Group Tree Credit Group Tree Credit Group Tree Credit Group Tree Credit Group Tree Credit Group Tree Credit Group Tree Credit Group Tree Credit Group Tree Credit Group Tree Credit Group Tree Credit Group T	Credit Group Detail *Name SU PESC Name Credit Overflow Rollup Credit Overflow Rollup
	SU Credit Group

Step 2. Create the Credit Type

- 1. Select New Group. The Credit Group Detail editor displays.
- 2. In the Name field, enter Suppressed.
- 3. Select SU from the Parent Group dropdown.
- 4. Click **Save**. The new Credit Type displays as a child of the SU Credit Group.

Credit Group Setup ☆ New Group Pre ES HS Suppressed Suppressed	Credit Group Detail Name Suppressed PESC Name Parent Group SU Credit Overflow Rollup Credit Overflow Rollup
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High School (HS) Credit Group

The High School Credit Group and Credit Types report on Student Transcripts. Credit Types MUST be set up as noted below for proper Transcripts posting for both printed official NC transcripts and eTranscripts.

Step 1. Create the Credit Group

- 1. Select New Group. The Credit Group Detail editor displays.
- 2. In the Name field, enter HS.
- 3. Click **Save**. The new Credit Group displays in the Credit Group Tree.

Step 2. Create the Credit Types

There are EIGHT Credit Types to create for the HS Credit Group. Follow these steps exactly for accurate Credit Types on the Transcripts, eTranscripts, etc.

Refer to the Required High School Credit Types table for reference.

ECS

- 1. Select New Group. The Credit Group Detail editor displays.
- 2. In the **Name** field, enter **ECS**.
- 3. Select Miscellaneous from the PESC Name dropdown list.
- 4. Select HS from the Parent Group dropdown list.
- 5. Select Other for the Credit Overflow Rollup dropdown list.
- 6. Click **Save**. The new Credit Type displays as a child of the HS Credit Group.

ELA

- 1. Select New Group. The Credit Group Detail editor displays.
- 2. In the Name field, enter ELA.
- 3. Select EnglishLanguageLiterature from the PESC Name dropdown list.
- 4. Select HS from the Parent Group dropdown list.
- 5. Select Other for the Credit Overflow Rollup dropdown list.
- 6. Click **Save**. The new Credit Type displays as a child of the HS Credit Group.

Health & PE

- 1. Select New Group. The Credit Group Detail editor displays.
- 2. In the Name field, enter Hith & PE.



- 3. Select PhysicalHealthSafetyEducation from the PESC Name dropdown list.
- 4. Select **HS** from the **Parent Group** dropdown list.
- 5. Select Other for the Credit Overflow Rollup dropdown list.
- 6. Click **Save**. The new Credit Type displays as a child of the HS Credit Group.

Math

- 1. Select New Group. The Credit Group Detail editor displays.
- 2. In the Name field, enter Math.
- 3. Select Mathematics from the PESC Name dropdown list.
- 4. Select HS from the Parent Group dropdown list.
- 5. Select Other for the Credit Overflow Rollup dropdown list.
- 6. Click **Save**. The new Credit Type displays as a child of the HS Credit Group.

OCS

- 1. Select New Group. The Credit Group Detail editor displays.
- 2. In the Name field, enter OCS.
- 3. Select Miscellaneous from the PESC Name dropdown list.
- 4. Select HS from the Parent Group dropdown list.
- 5. Select Other for the Credit Overflow Rollup dropdown list.
- 6. Click **Save**. The new Credit Type displays as a child of the HS Credit Group.

Other

- 1. Select New Group. The Credit Group Detail editor displays.
- 2. In the Name field, enter Other.
- 3. Select Miscellaneous from the PESC Name dropdown list.
- 4. Select HS from the Parent Group dropdown list.
- 5. Leave the Credit Overflow Rollup field blank.
- 6. Click **Save**. The new Credit Type displays as a child of the HS Credit Group.

Science

- 1. Select New Group. The Credit Group Detail editor displays.
- 2. In the Name field, enter Science.
- 3. Select LifePhysicalSciences from the PESC Name dropdown list.
- 4. Select HS from the Parent Group dropdown list.
- 5. Select Other for the Credit Overflow Rollup dropdown list.
- 6. Click **Save**. The new Credit Type displays as a child of the HS Credit Group.

Social Studies

- 1. Select New Group. The Credit Group Detail editor displays.
- 2. In the Name field, enter Soc Stud.
- 3. Select SocialSciencesHistory from the PESC Name dropdown list.
- 4. Select **HS** from the **Parent Group** dropdown list.
- 5. Select **Other** for the **Credit Overflow Rollup** dropdown list.
- 6. Click **Save**. The new Credit Type displays as a child of the HS Credit Group.



When finished adding credit types, the HS Credit Group will look like this:

Credit Group Setup ☆	
New Group Save Credit Group Tree ES ES ECS ELA Hith & PE Math OCS Other Science Science Science Soc Stud	Credit Group Detail Name HS PESC Name Parent Group Credit Overflow Rollup Comments
Hig	h School Credit Types

Required High School Credit Types

Name	PESC Name	Parent Group	Credit Overflow Rollup
ECS	Miscellaneous	HS	Other
ELA	EnglishLanguageLiterature	HS	Other
Hlth & PE	PhysicalHealthSafetyEducation	HS	Other
Math	Mathematics	HS	Other
OCS	Miscellaneous	HS	Other
Other	Miscellaneous	HS	
Science	LifePhysicalSciences	HS	Other
Soc Stud	SocialSciencesHistory	HS	Other