

To whom it may concern,

I am writing to provide some clarification about my academic transcripts from Capella University and Western Governors University, as I understand that the grading systems used by these institutions may differ from traditional formats.

Both Capella and Western Governors operate on a competency-based, flat fee educational model. This approach allows students to undertake as many courses as they can within a set term at a fixed cost. It's an innovative system that encourages efficient and self-paced learning.

However, one characteristic of this system is its unique way of recording course progress. If a course is started but not completed within the designated term, it is recorded on the transcript as 'Not Passed' or marked with an 'F'. This notation does not necessarily indicate a failure to understand or engage with the course material. Instead, it reflects the timing of the coursework within the billing period.

In my case, whenever a course was marked as 'Not Passed' or with an 'F', it was due to the term concluding before I had completed the course. Importantly, I was able to resume the course right from where I left off as soon as the new billing term commenced.

I hope this letter clarifies the context behind the grades listed on my transcripts. I am committed to academic excellence and integrity, and I wanted to ensure that there is no misunderstanding regarding my academic performance.

Thank you for your understanding and consideration. I am happy to provide any further information or clarification as needed.

