

POLICY 3.12: GRADING

Grades are issued at the close of each semester on a letter basis indicating quality of academic work. The grades and their grade point equivalents are as follows:

- A — Superior work.** Carries 4 grade points per semester hour.
- B — Good work.** Carries 3 grade points per semester hour.
- C — Average work.** Carries 2 grade points per semester hour.
- D — Poor work.** Carries 1 grade point per semester hour.
- F — Failing work.** Carries 0 grade points per semester hour.
- I — Incomplete.** Incomplete indicates that the student has, for acceptable reasons, been unable to complete the required work by the close of the semester. "I" is permissible only when the student has maintained a passing grade as revealed by the class record. An "I" must be changed by the instructor to an appropriate letter grade by mid-term of the following academic term or it will default to a grade of "F".
- N — Administrative withdrawal non-punitive.** Completion rate or grade point average are not impacted. The N grade will only be used in extreme situations that affect the entire campus such as natural disasters or pandemics.
- P — Satisfactory work.** Credit granted. Not calculated in grade point average.
- U — Unsatisfactory work.** No credit granted. Not calculated in grade point average.
- T — Audit.** Course which was taken without credit.
- W — Withdrawal.** No credit. Not calculated in grade point average.

Original: 3/89

Reviewed: 3/16, 5/20, 8/25

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