Definitions of Grades

Course grades are A, A–, B+, B, B–, C+, C, C–, D+, D, D–, F, N, X, Z. The meaning of each grade is as follows: A, A–, excellent; B+, B, and B–, good; C+ and C, competent; C–, continuation competency (the student has achieved the level of proficiency needed for the course to satisfy prerequisite requirements); D+, D, and D–, passing, but performance is not adequate to take any subsequent course which has this course as a prerequisite. P, pass-fail grading with a grade equivalent to D– or higher; F, failing; N, incomplete; X, absent from the final examination; Z, absent from the final examination and incomplete.

Grades are weighted as follows: A, 4.0; A–, 3.7; B+, 3.3; B, 3.0; B–, 2.7; C+, 2.3; C, 2.0; C–, 1.7; D+, 1.3; D, 1.0; D–, 0.7; F, 0. WF is counted as an F, 0. Quality points for each course are assigned according to the number of credit hours in the course.

Other symbols used for courses on student records are: W, withdrawn; WP, withdrawn with passing performance at the time of withdrawal; WF, withdrawn beyond the deadline and/or with failing performance; CR, credit allowed; NCR = no credit. NR is used when no final grade was received from the instructor of record by the final grade submission deadline.

Grades in the range of A through D–, P, and CR may be credited toward baccalaureate degrees within the limits of program requirements. Grades of F, N, X, Z, W, WP, WF, and NR cannot be credited toward the degree. Grades of W and WP do not count as hours attempted.

Courses in which grades of D+, D, D–, F, NCR, W, WF, NR, N, X, or Z are recorded do not meet prerequisite requirements. The student may petition to waive a prerequisite. Upon presentation of evidence of substantially equivalent preparation, and with the approval of the instructor of the course, the teaching department chair and the chair of the major department, the prerequisite will be waived.

The grade N (grade), may be used to indicate that one or more course requirements (e.g., course report) have not been completed. It is the obligation of the student to explain, to the satisfaction of the major department, the prerequisite will be waived.

In each case in which an N grade is given, the course instructor will provide written notification to the department chairperson stating the name of the student receiving the grade, the reason for the incomplete work, the work to be done for the removal of the N grade and the grade for the work already completed.

A student who incurs an N grade in any course is required to complete the work for the course by the fifth day of instruction in the next regular semester. The N grade will be converted into the parenthetical grade after the tenth day of instruction of the next academic year is not otherwise resolved then the NR grade will be assigned. It is the responsibility of the faculty member who failed to submit a grade to resolve the situation. If a correct grade is not submitted or the situation is not otherwise resolved then the NR grade will be converted to a grade of F on the tenth day of instruction of the next academic year semester.

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