



Grade Descriptions and Point Value

GRADES

The grade of a student in a course is determined by the faculty member teaching that course. In the course syllabus, students are informed of the method used in determining grades. "A", "B", "C", and "D" represent passing grades in order from the highest to the lowest. Passing grades may also be recorded with a plus or minus. "F" represents failure.

The measure of academic success is expressed in a grade point average. The grade point average (GPA) is the number of quality points earned divided by the number of credit hours attempted. The number of grade points earned in a course is determined by multiplying the number of credit hours by the point value of the earned grade as shown in the following table:

Letter Grade	Quality of Work	Quality Points per Semester Hour
A+		4.0
A	Excellent	4.0
A-		3.7
B+		3.3
B	Good	3.0
B-		2.7
C+		2.3
C	Average	2.0
C-		1.7
D+		1.3
D		1.0
D-		.7
F	Failure	0

GRADE REPORTS

Official grade reports are made available to the student within two weeks after the close of each semester on the student portal.

Mid-Term Grades – Faculty will submit mid-term grades *for freshmen* and those are available in the Reports and Billing section of the student portal.

Final Grades -- Final grade are reported by faculty the Monday after final exams. Final grade reports may be viewed by students and advisors on the student portal.

INCOMPLETE GRADES

An "I" represents incomplete work in a course and indicates that the grade for the course is being withheld until additional work is performed and approved. Incompletes are not considered prejudicial grades. The decision to award an incomplete is made by the instructor. Students may receive this grade when serious illness, death in the immediate family, military service or other hardship during the semester in which they are registered prevents them from completing course requirements. To receive an incomplete, a student should have completed a majority of the course's major requirements. A grade of "I" automatically becomes an "F" after 45 days if the instructor has not submitted a grade change prior to that time or requested an extension. Under extraordinary circumstances, extensions may be permitted at the request of the instructor with the approval of the Academic Dean.