



## Policy and Procedure

### SON OP 30.095 - Grading Practices Policy

**PURPOSE** The purpose of the School of Nursing Grading Practices Operating Policy and Procedure is to provide guidance to students and faculty on the manner by which grades are determined.

**REVIEW** The policy will be reviewed biennially by September 1 of each even numbered year by the applicable Associate Dean with recommendations for revisions forwarded to the Dean of the School of Nursing.

### POLICY/PROCEDURE

A grade is assigned for all courses in which a student is regularly enrolled during any semester or summer term. Only through regular enrollment can a grade be earned. A passing grade may be earned only if the student is enrolled for the duration of the course and a grade, once given, may not be changed without the approval of the programmatic administrator. A grade of C or above (2.50 GPA Undergraduate) is expected each semester with a cumulative 2.50 Undergraduate GPA.

Grades and their interpretations are: A, excellent; B, good; C, average; F, failure; P, passing; PR, in progress; I, Incomplete; W, withdrawal; WF, withdrawal failing; CR, credit. The letter R\* designates a course repeated.

Grades and calculations are referenced in policy 30.090.

The grade of I is given only when a student's work is satisfactory in quality but, due to reasons beyond his or her control, has not been completed. It is not given in lieu of an F. The instructor assigning the grade stipulates, in writing, at the same time the grade is given, the conditions under which the I may be removed. The I is replaced with an F after it has remained on record for a year without completion. The I may be replaced with an R if the course is repeated. It is the student's responsibility to validate the conditions under which the I may be removed. The appropriate grade will be given for the second registration.

A PR is given when a course may extend over more than one semester. A PR in a course requires the student to register in the course for the following semester and consequently the student will pay additional tuition for the course. A PR is not given in lieu of an F.

The grade of W is given for a course officially dropped during the first five weeks of a long term or appropriate time in summer terms and for a course officially dropped after that time, provided the student's work is passing at the time the course is dropped. A student should continue to attend a class until authorized by the programmatic administrator to drop a course.

After the first five weeks of a long semester or appropriate time in a summer term, the grade of WF is given when the student's work is not passing at the time the course is dropped or when the student is required by the programmatic administrator to drop the course for failure to attend the class.

An X is shown on the grade report in those instances where, for any reason, one of the above grades is not reported by the faculty. The designation X is not used in determining grade point averages.

Grade point averages are calculated at the end of fall and spring semesters and at the end of Summer Session II. Credits attempted and points earned at the Health Sciences Center constitute the basis for grade point average consideration.