



**BOARD POLICY**

**No. 204**

TITLE: Academic Grading System  
 DATE ADOPTED: June 16, 2020  
 EFFECTIVE DATE: August 28, 2020  
 SUPERSEDES: November 2, 2018

**PURPOSE:**

The purpose of this Policy is to set forth and define the academic grading system of the college.

**POLICY:**

**Grading System**

The following grades are used on the student’s permanent record (transcript) for all college-level courses in which the student is enrolled after the initial registration and at the end of the schedule adjustment period (Drop/Add period): A, B+, B, C+, C, D, F, PS, I, AU, W, AW, NA, SR and ST. Grades remain on a student’s permanent record. They may only be changed by the course instructor following approval by the appropriate Division Dean. Extraordinary circumstances will be handled on a case by case basis.

Credit Course Grade	Explanation	Grade Points Per Credit Hour (when applicable)
A	Mastery of essential elements and related concepts, plus demonstrated excellence or originality	4.0
B+	Mastery of essential elements and related concepts, showing higher level understanding	3.5
B	Mastery of essential elements and related concepts	3.0
C+	Above average knowledge of essential elements and related concepts	2.5
C	Acceptable knowledge of essential elements and related concepts	2.0
D	Minimal knowledge of related concepts	1.0
F	Unsatisfactory progress * This grade may also be assigned in cases of academic misconduct, such as cheating or plagiarism.	0
I	Temporarily Incomplete. At the discretion of the instructor, a grade of “I” may be assigned when the student cannot complete the requirements of the course during the semester. The grade of “I” is given only by mutual agreement between the faculty member and the student and requires completion of an “I” contract form. The student must complete all grade requirements satisfactorily within 30 calendar days of the onset of the following semester or term. If this condition is not met, the “I” will automatically become the grade as signed in the “I” contract form.	



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PS	Pass (for nursing clinical courses only). The student met the objectives of the course with a grade of 80% or better. This is a non-numerical grade that is not calculated into the student's GPA; credits will be applied towards graduation requirements.	
AU	A grade of audit is awarded to a student for a course that they registered for, but do not wish to accrue credit or grade points.	
ST	Designation for students in college-level courses who stopped attending before sufficient evaluations were completed. ST may be assigned in lieu of "F" grade. Instructors will include last date of attendance.	
W	Denotes withdrawal from a course or courses.	
AW	Denotes an administrative withdrawal due to exceptional circumstances.	
NA	Indicates that a student enrolled but never attended a course.	

ESL and Developmental Course Grades

ESL and Developmental Courses (those with numerical designations of less than 100) do not count toward graduation and are not computed into a student's grade point average (GPA). Although no grade points are assigned, developmental courses count toward enrollment status (i.e. full-time, half-time, etc.). An I contract may be arranged with the instructor of the course.

ESL or Developmental Course Grade	Explanation
A*	Outstanding: The student has done clearly superior work.
B*	Advanced comprehension of course objectives.
C* Pass	The student has achieved the objectives of the course and is ready to proceed to the next level.
F*	Unsatisfactory. The student has done unsatisfactory work during the semester.
SR	Student has stopped attending before sufficient evaluations were completed. * May be assigned in lieu of "F" grade. Instructors will include last date of attendance.

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President

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Date:

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Chairman

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Date: