

2022 UG Bulletin Entry

Grade Notes

AU	Grade basis elected by student at point of registration. Permanent administrative grade automatically applied.
D	Used for undergraduate and Stuart School of Business students only; not to be used for other graduate level course work.
I	Temporary grade requested in writing of the instructor, by the student, prior to week of finals. Automatically posted when the Registrar's Office receives the approved request. A written agreement between the student and instructor must detail the remaining requirements for successful completion of the course. A grade of "I" will be assigned only in case of illness or for unusual or unforeseeable circumstances that prevent the student from completing the course requirements by the end of the term. Grades of "I" will automatically lapse to "E" on the published deadline of the subsequent term.
R	Temporary grade indicating coursework is scheduled to extend beyond the end of term. Grade of R has same impact as grade of I until final letter grade is submitted. Does not expire or change to another grade.
NA	A grade of "NA" indicates an apparent withdrawal as a result of the student never attending a registered section. For graduate courses, the "NA" grade was designated as a final grade equivalent to a failing grade of "E" and calculated in the graduate cumulative GPA through Summer 2015. The designation changed in Fall 2015 by which the "NA" grade is a midterm grade only and, therefore, does not impact the graduate cumulative GPA. For undergraduate courses, the "NA" grade was designated as a final grade equivalent to a failing grade of "E" and calculated in the undergraduate cumulative GPA through Fall 2012. From Spring 2013 to Summer 2015, the "NA" grade retained its designation as a final grade but had no impact on the undergraduate cumulative GPA. The designation changed in Fall 2015 by which the "NA" grade is a midterm grade only and, therefore, continues to have no impact on the GPA.

Grades

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The following grades are used to report the quality of an undergraduate student's work:

A Excellent, 4 grade points for each semester hour.

B Good, 3 grade points for each semester hour.

C Satisfactory, 2 grade points for each semester hour.

D Minimal Passing, 1 grade point for each semester hour.

E Failure, 0 grade point for each semester hour.

W Withdraw. To withdraw from a course with a grade of "W," a student must submit a *Drop/Add Form* to the Student Services Center before the end of the tenth week of the semester (the sixth week of an eight-week summer session and the fourth week of a six-week summer session). Withdrawal without submission of this form is unofficial and will result in a grade of "E."

NOTE: Withdrawal with a grade of "W" is not possible for a student who has been assigned a failing grade because of academic dishonesty.

NOTE: Grades will only be awarded for classes in which a student is properly registered at the time the class is taken. Retroactive registration is not permitted.

AU Audit. A student may register to audit a course. A *Request to Audit Form* must be submitted at the time of registration and courses may not be changed to or from audit after registration. There is no credit given for an audited course. Regular tuition rates apply.

I Incomplete Work. The "I" grade indicates that the student's work to date is of passing quality but is incomplete for reasons acceptable to the instructor. A grade of "I" will be assigned only in the case of illness or for unusual or unforeseeable circumstances that were not encountered by other students in the class and that prevent the student from completing the course requirements by the end of the semester. The student also should have a substantial equity in the course, with no more than four weeks of classroom work remaining to be completed. Prior to assignment of the "I" grade, a written agreement will be reached with the instructor concerning the work still outstanding.

A grade of "I" will be removed with the approval of the department chair and the dean of the Undergraduate College after all remaining work is completed and the instructor assigns a regular grade. The work must be completed by no later than the end of the sixth week of class of the next regular (fall or spring) semester. If no regular grade has been received in the Office of Student Records and Registration by that date, the "I" grade will revert to a grade of "E."