



## AP 4230 Grading and Academic Record Symbols

### References:

NWCCU 2020 Standard 2.G.2

Definition of grades shall be developed by the faculty and approved by the Academic Training Council.

### Evaluative Grades

A	Superior	4.0 points
A-		3.7 points
B+		3.3 points
B	Above average	3.0 points
B-		2.7 points
C+		2.3 points
C	Average	2.0 points
C-		1.7 points
D+		1.3 points
D	Below average	1.0 point
D-		0.7 points
F	Failing	0.0 points
NA	Never Attended	0.0 points
P	Pass (C- or above work)	
NP	No Pass	

Letter grades A-F and NA are assigned points for calculating the student's Grade Point Average (GPA). Student's GPA is calculated by dividing the total grade points earned by the total credits attempted.

Before Summer 2024, instructors could assign plus or minus grades, which did not affect a student's quality points and GPA. From Summer 2024 onwards, plus grades will add 0.3 quality points per credit, while minus grades will deduct 0.3 quality points per credit.

Pass (P) or No Pass (NP) grades are used for most academic success classes. A "P" grade indicates the student has earned a "C-" or better. Pass/No Pass (P/NP) grades are not factored into the student's GPA.

### Non-Evaluative grades

AU	Audit
I	Incomplete



NG	No Grade
CIP	Course in Progress or Grade Pending
W	Withdrawal
WA	Withdrawn Administratively

Audit (AU) allows students to take classes but not receive credit or a grade.

Incomplete (I) may be assigned when a student has successfully completed at least 75 percent of the coursework and a prolonged excusable absence causes the inability to finish the course by the end of the term. Students are required to complete the coursework within one term in term-length classes. Otherwise, the grade is automatically changed to an F or the assigned grade as noted on the incomplete form. Faculty are not required to grant an I grade.

No grade (NG) is used for non-credit Continuing Education and Workforce Development courses.

CIP is used to indicate a course is in progress or to indicate that a grade has not been posted by an instructor.

Withdraw (W) is assigned when a student officially withdraws from a class during the withdrawal period.

Withdrawn Administratively (WA) is granted by the Student Record Appeal Committee or the Academic Reinstatement Committee, due to documentable unforeseen, severe circumstances beyond the student's control during the term, such as a prolonged illness requiring hospitalization or the death of an immediate family member. WA does not affect GPA or Academic Standing but does count towards cumulative attempted credits for Financial Aid Satisfactory Academic Progress PACE calculations.

**Rescinds Procedure Number: None**

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