

# GRADES

Grades can be accessed online via Campus Connect. Grades can be viewed and printed using the Unofficial Transcript in the Student Center in Campus Connect. This comprehensive report can be used for corporate tuition reimbursement. Some companies may allow the student to log onto Campus Connect with a company representative present to verify grades for an individual term.

Following is the key to the system of evaluating a student's academic achievement of the educational objectives specified by the instructor in the course syllabus. These definitions apply to the straight letter grade. A plus grade represents slightly higher achievement than the straight letter grade. A minus grade represents slightly lower achievement than the straight letter grade. The addition of a # indicates an original attempt of a course which has been repeated; therefore the grade and credit are removed from the term and cumulative grade point average and credit hours.

Once a grade is assigned, university policy prohibits faculty from changing the grade without the permission of the college-based exceptions committee. Errors made in computation of the final grade (clerical error) and removal of an IN grade in accordance with university policy are exceptions to the grade change policy. Faculty may not assign or accept additional graded material in order to improve a student's final grade.

| Grade | Description  |
|-------|--|
| A     | The instructor judged the student to have accomplished the stated objectives of the course in an EXCELLENT manner.   |
| B     | The instructor judged the student to have accomplished the stated objectives of the course in a VERY GOOD manner.  |
| C     | The instructor judged the student to have accomplished the stated objectives of the course in a SATISFACTORY manner.   |
| D     | The instructor judged the student to have accomplished the stated objectives of the course in a POOR manner. (A grade of D will not fulfill the requirements in a major field of concentration.) |
| F     | The instructor judged the student NOT to have accomplished the stated objectives of the course.  |

FX

Student failed to accomplish the stated objectives of the course due to non-attendance. Non-attendance is defined as never attending or ceasing to attend an in-person course (or never participating or ceasing to participate in an online course) without officially withdrawing. The FX is calculated into the student's GPA as an F. Instructors are required to provide the last date of attendance/participation.

IN

Temporary grade indicating that, following a request by the student, the instructor has given permission for the student to receive an incomplete grade. In order to receive an IN grade, the student must have a) a satisfactory record in the work already completed for the course, b) encountered unusual or unforeseeable circumstances which prevent them from completing the course requirements by the end of the term, and c) applied to the instructor for permission to receive an IN. Please see the Grades, Incomplete (IN) and Research (R) Expiration Policy page in this handbook for additional information.

ING

Permanent grade assigned to a degree recipient who chooses not to resolve a grade of "IN" awarded during the two terms prior to graduation. The grade of "ING" (Incomplete, Graduated) is final, and cannot be changed or lapsed to "F" once the degree is posted.

PA

Passing achievement in a pass/fail course. (Grades A through D represent passing performance.)

W

Withdrawal from the course initiated by the student after the Last Day to Drop With No Penalty and before the Withdrawal Deadline. The W grade is automatically recorded on the student's transcript once it has been processed.

|    |  |
|----|--|
| WA | Withdrawal from the course initiated by an administrator at the student's request, usually outside of established deadlines. Administrative withdrawals may be granted under extraordinary circumstances and require documentation for support. During their DePaul career, students may be allowed two administrative withdrawals, of which one must be medical in nature, each for one or more courses in a single term. See the Withdrawal Policy page in this handbook for detailed information. |
| R  | Temporary grade indicating that the student is making satisfactory progress in a course that formally extends beyond the end of a term. Only designated courses are eligible for R grades. Please see the R grade expiration policy on the Grades, Incomplete (IN) and Research (R) Expiration Policy page in this handbook for additional information.  |
| RG | Permanent grade assigned to a degree recipient who chooses not to resolve a grade of "R" awarded during the last year prior to graduation. The grade of "RG" (Research, Graduated) is final, and cannot be changed or lapsed to "F" once the degree is posted.   |
| M  | Final grade not submitted by instructor.   |
| AU | Auditor status; course does not earn credit.   |

## Quality Points

Quality points are awarded to a student in relation to the grade given and the number of quarter hours of credit attempted in the course. Quality points are awarded according to the following schedule:

| Letter | Description   |
|--------|---|
| A      | 4 times the number of credit hours assigned to the course   |
| A-     | 3.7 times the number of credit hours assigned to the course |
| B+     | 3.3 times the number of credit hours assigned to the course |
| B      | 3 times the number of credit hours assigned to the course   |
| B-     | 2.7 times the number of credit hours assigned to the course |
| C+     | 2.3 times the number of credit hours assigned to the course |
| C      | 2 times the number of credit hours assigned to the course   |

|                                  |   |
|----------------------------------|---|
| C-                               | 1.7 times the number of credit hours assigned to the course |
| D+                               | 1.3 times the number of credit hours assigned to the course |
| D                                | 1 times the number of credit hours assigned to the course   |
| F, FX                            | No quality points awarded                                   |
| AU, W, WA, IN, PA, R, ING, RG, M | Quality points not assigned                                 |

## Illustration

| Grade                            | Quality Points Per Credit Hour | Credit Hours | Quality Points              |
|----------------------------------|--------------------------------|--------------|-----------------------------|
| A                                | 4.0                            | 4            | 16.0                        |
| A-                               | 3.7                            | 4            | 14.8                        |
| B+                               | 3.3                            | 4            | 13.2                        |
| B                                | 3.0                            | 4            | 12.0                        |
| B-                               | 2.7                            | 4            | 10.8                        |
| C+                               | 2.3                            | 4            | 9.2                         |
| C                                | 2.0                            | 4            | 8.0                         |
| C-                               | 1.7                            | 4            | 6.8                         |
| D+                               | 1.3                            | 4            | 5.2                         |
| D                                | 1.0                            | 4            | 4.0                         |
| F, FX                            | 0.0                            | 4            | 0.0                         |
| AU, W, WA, IN, PA, R, ING, RG, M |                                |              | Quality Points not assigned |

## Grade Point Average

In general, a student's grade point average is computed by dividing the total number of quality points accumulated by the total number of credit hours attempted with quality points assigned. In addition, a number of graduate programs have specific regulations regarding the computation of the grade point for coursework outside the program. The grade point average is calculated only upon grades earned at DePaul University.