

UNIVERSITY GRADUATE GRADING POLICY

**The revisions below are tentatively effective for the 2020-2021 Academic Year, pending final SGEC approval:*

Existing policy through 2019-2020 Academic Year:

Grades and Retention

Grades on graduate courses at the University of North Alabama are reported as **A, B, C, D, F, I, IP, S, SP, U, and UP**. Graduate students must maintain a grade average of **B** or better on work attempted. A student who makes a grade of **C** or below on more than six semester hours of work is automatically eliminated from the program. For a student whose progress in a course has been satisfactory, but who is unable to receive a final grade because of circumstances beyond control, such as illness or similar contingency, a grade of **I** (Incomplete) may be reported. An **I** grade which is not removed within the term (fall, spring) immediately following will automatically be changed to a grade of **F**. Students who receive a grade of **I** at the end of the spring semester will have until the end of the following fall semester to remove it. It is the student's responsibility to follow up with the appropriate instructor to complete the required work. No quality or quantity credits are earned with a grade of **I**. **IP** indicates work in progress. **IP** is used to designate coursework which cannot be completed within a given semester, i.e. Dauphin Island, Study Abroad credit, etc. In progress work must be completed in the following semester (fall, spring). Students who receive a grade of **IP** at the end of the spring semester will have until the end of the following fall semester to remove it. An **IP** which is not removed within the period prescribed automatically becomes an **F** unless an extension of time has been granted by the appropriate college dean. Scholastic ratios are determined on the 4.0 scale with each semester hour of credit attempted producing four quality points on a grade of **A**, three quality points on a grade of **B**, two quality points on a grade of **C**, one quality point on a grade of **D**, and no quality points on grades other than these.

Repeat/Recompute Policy

A student who has repeated graduate courses in which a grade of **C, D** or **F** was received may identify up to three credit hours for the purpose of recomputing the GPA. For the course identified, only the most recent grade will be used towards degree requirements and in recomputing the GPA; however, the previous grade will remain on the transcript.

A student will request the recomputing by completing a form which lists the courses (/graduate/general-regulations-procedures/special-regulations/graduate-grading-policy/ (p. 1)) with the Office of the Registrar at any time prior to or on the last day of drop/add of the semester of anticipated graduation. This policy applies only to courses taken and repeated at UNA. Each student should seek help from his or her departmental academic advisor, or from the appropriate dean's office and the Office of the Registrar, to determine if this policy is allowable in his/her degree program. In the Anderson College of Nursing, no student will be permitted to use the Repeat/Recompute Policy for any nursing course (NU designation). Students should be aware that utilizing the Repeat/Recompute Policy may not be looked upon favorably by some employers, by professional schools and by honor societies. The Repeat/Recompute Policy may not be applied after the degree has been conferred. Also, all courses attempted at UNA will be counted in

determining a student's eligibility for Federal Student Aid. (See Student Financial Services for more details.)

Proposed policy effective 2020-2021 Academic Year pending SGEC approval:

Quality of Work

All graduate students are expected to maintain a consistently high quality of academic performance. Satisfaction of degree and program requirements includes an overall grade average of **B** or better (3.00) on all work attempted. No more than two courses with a **C** grade may be applied towards the degree. No grade below **C** may be applied towards the degree; however, all grades are included in the calculation of the cumulative GPA. Some graduate programs may have more stringent requirements than university policy, and students should refer to their program for specific requirements.

Grades and Academic Progress

Grades on graduate courses at the University of North Alabama are reported as **A, B, C, D, F, I, S, SP, U, and UP**. Graduate students must maintain a grade average of **B** or better (3.00) on work attempted.

*Any student who earns three grades of **C** will be dismissed; this dismissal can occur at any point in their program of study, including the last semester.

*Any student who earns two grades below **C** will be dismissed.

*No grade below **C** may be applied towards the degree. However, it will be used in the GPA calculation.

Some graduate programs may have more stringent requirements than university policy, and students should refer to their program for specific requirements.

For a student whose progress in a course has been satisfactory, but who is unable to receive a final grade because of circumstances beyond control, such as illness or similar contingency, a grade of **I** (Incomplete) may be reported. An **I** grade which is not removed within the term (fall, spring) immediately following will automatically be changed to a grade of **F**. Students who receive a grade of **I** at the end of the spring semester will have until the end of the following fall semester to remove it. It is the student's responsibility to follow up with the appropriate instructor to complete the required work. No quality or quantity credits are earned with a grade of **I**.

Scholastic ratios are determined on the 4.0 scale with each semester hour of credit attempted producing four quality points on a grade of **A**, three quality points on a grade of **B**, two quality points on a grade of **C**, one quality point on a grade of **D**, and no quality points on grades other than these.

Repeat/Recompute

At the approval of the respective graduate program, a student who has repeated graduate courses in which a grade of **C, D** or **F** was earned may identify one course for the purpose of recomputing the GPA. The most recent grade must be a **B** or above, and only the most recent grade will be used towards degree requirements and in recomputing the GPA. However, the original grade will remain on the transcript and is still counted as far as the number of grades of **C** or below as specified in the Grades and Academic Progress policy.

The student must initiate the request with their respective Graduate Program. Some programs may not allow repeat/recompute for their courses, and students should refer to their program for specific requirements. If the request is approved by the Graduate Program, the Department Chair will forward the approved repeat/recompute request to the Office of the University Registrar for processing.