

CLASSIFICATION, GRADING SYSTEM, CREDITS, AND HONORS

Classification

Students are classified as freshmen, sophomores, juniors, or seniors according to credit hours, as follows:

Year	Credit Hours
Freshman	0-29
Sophomore	30-59
Junior	60-89
Senior	90 or more

Grading System

The Grading System used in the University is as follows:

Grade	Description
A	is the grade of highest distinction given for work of a superior quality
B	is the grade given for work considered as good or above average.
C	is the grade given for work of fair or average quality.
D	is the grade given for work considered poor or below average but passing.
F	on a final report indicates unconditional failure. No quality or quantity credits are earned with a grade of F.
NC	indicates No Credit. NC is the grade given for EN 111 and EN 112 for any student that has earned less than a C average.

I

is used to designate an Incomplete resulting from the failure of the student to complete final coursework because of illness or other circumstances beyond the student's control. Incomplete work must be made up in the following semester or term (fall, spring). When the work is completed the appropriate grade is substituted on the permanent record. Students that 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. An **I** which is not removed within the period prescribed automatically becomes an **F**. 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**. Once entered on the permanent records, no grades other than **I** may be changed except by reason of clerical error.

IP

indicates work in progress. **IP** is used to designate coursework which is not scheduled to be completed within a given semester, i.e., Dauphin Island, Study Abroad credit, etc. The grade of **IP** should not be assigned in lieu of a grade of **I**. In-progress work must be completed in the following semester (fall, spring). Students that 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.

S

indicates satisfactory work and is used only on noncredit courses.

U

indicates unsatisfactory work and is used only on noncredit courses.

W

indicates withdrawal from a course between the close of registration for a school term and a specific date set by the University during which time no judgment is made on the quality of a student's work in the course.

WD

indicates administrative withdrawal.

WS

indicates withdrawal satisfactory (complete withdrawal only)

WU	indicates withdrawal unsatisfactory (complete withdrawal only)
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Credits

The Unit of Credit

The Unit of Credit is the semester hour and is based upon one hour of class and two hours of preparation per week for one semester. Two hours of laboratory work generally are considered the equivalent of one hour of regular class.

Quality Points

Quality Points are based on the grade received for each regular course completed. The University of North Alabama converted to the 4.0 grading system in the fall of 1989. At the end of the 1992-93 school year, the records of all students remaining on the 3.0 scale were converted to the 4.0 system. On the 4.0 system, each semester hour of credit is equal to four quality points if passed with a grade of **A**, to three quality points if passed with a grade of **B**, to two quality points if passed with a grade of **C**, and to one quality point if passed with a grade of **D**. No quality points are given for grades of **F** or for noncredit courses. The student must earn a minimum grade point average of 2.0 (**C**) on all work attempted at this University and on all work attempted in the major and minor fields (when required).

The Grade Point Average

The Grade Point Average is obtained by dividing the total of quality points accumulated by a student by the total of credit hours attempted. For example, if a student has earned 96 quality points for 48 credit hours attempted, the grade point average is 2.0.

Honors

Dean's List

A Dean's List for each college in the University is published at the end of each fall and spring semester. To be considered for the Dean's List, a student must be classified as a degree-seeking student in full-time status and have no grade of **F**, **I**, **IP** during that semester. Any student with a **3.70** grade point average or higher on all work carried during that semester will be eligible for the Dean's List.

Degrees with Honors

Degrees with Honors are conferred in accordance with the following index numbers which represent the grade point average for all work—but not less than 44 semester hours (Exception: Validation credit received by students in the RN-BSN or RN-MSN programs may be used to meet this requirement.) completed in residence at this institution:

Honor Achieved	GPA Range
Cum Laude	3.50-3.69
Magna Cum Laude	3.70-3.89
Summa Cum Laude	3.90-4.00

Turris Fidelis Award

The Turris Fidelis key may be awarded to not more than two graduating seniors at spring commencement. Students who have graduated since the previous spring semester as well as those planning to graduate in the spring will be considered candidates for the award. The award is made on the basis of outstanding service to the University and scholastic

achievement. This honor is the highest that can be conferred upon a graduating senior, and recipients are selected by a joint committee of faculty and students.

Keller Key

The Keller Key award was established as a memorial to the late President James Albert and Mrs. Mariglen Keller. A Keller Key is presented at each commencement to the honor graduate who, on the basis of having earned all credits for the bachelor's degree at this university, has made the highest grade point average. The recipient of the Keller Key will be identified by the Registrar's Office in accordance with established guidelines. For this purpose, all academic work ever attempted at UNA will be included in the calculation of the GPA. A student may receive the award only once even though more than one degree may be earned.

Distinguished Academic Achievement Award

The Distinguished Academic Achievement Award is presented to the UNA graduate with the highest grade point average who has completed at least 32 semester hours at UNA and is not eligible for the Keller Key Award. The grade point average is based on all work attempted. This award is presented annually at the Awards Gala.