

**CHANCELLOR'S PROCEDURE FOR POLICY  
713.01 GRADING SYSTEM: GENERAL**

<b>GRADE</b>	<b>DEFINITION</b>	<b>QUALITY POINTS</b>
A	Excellent	4
B	Good	3
C	Average	2
D	Poor	1
F	Failure	0
I	Incomplete. Assigned according to local policy to an individual student who fails to complete the required course work before the scheduled course end date. Must be made up no later than the end of the following semester or becomes an F.	0
IP	In Progress. Used for administrative purposes in cases where the entire class is still in progress or faculty fail to meet grade submission deadlines established by the college. Example: may be assigned to all students in a dual enrollment course when the course ends after the college semester end date. Not to be assigned to an individual student who fails to complete the required course work before the scheduled course end date.	0
AU	Audit. Course taken for no credit. Credit hours will not be averaged into the grade point average. Must be declared by the end of the registration period and may not be changed thereafter.	0
W	Official withdrawal from a course or from the institution within a time period designated by the institution. Credit hours will not be averaged into the grade point average.	0
WP	Official withdrawal from a course after the time period designated by the institution for receipt of "W" grade and which the student is passing at the time of withdrawal. Credit hours will not be averaged into the grade point average. Selection to use this grade by an institution is optional.	0
WF	Official withdrawal from a course after the time period designated by the institution for receipt of "W" grade and which the student is failing at the time of withdrawal. Credit hours will be averaged into the grade point average. An institution may elect to use this grade designation or only the F grade.	0
S	Satisfactory. Not to be assigned in developmental courses.	0
U	Unsatisfactory. Not to be assigned in developmental courses.	0

NOTE: Each college may further define letter grades A-F. While the grade of D is normally considered passing, institutions may require a higher grade in selected courses.