Title: Grade Policy
Effective Date: 07/01/2018
Last Revision Date: 08/17/2022
Cancellation:
Department/Office: Academic Affairs

Grade Policy

PURPOSE
The purpose of this policy is to establish a consistent and fair grading system to measure and articulate students' performance at Nunez Community College.

SCOPE
This policy applies to all credit-seeking students.

POLICY
At the end of each semester, students will receive a grade for every credited course in which they were enrolled. A letter grade is assigned for each credit course they complete. The syllabus for each course describes the criteria for determining the course grade, which indicates the student's level of accomplishment in achieving the course objectives. Each letter grade is assigned quality points, as indicated in the chart below. Quality points earned for each course are determined by multiplying the number of quality points for each grade by the number of credit hours assigned to each course. The total number of quality points a student earns divided by the number of credit hours for those courses produces a grade point average (GPA) for the semester. Quality points are based on those credit hours of which a student registers and receives a grade of "A" – "F". Credit courses for which a student receives a grade of "P" are included in earned hours but not quality hours. Courses for which students register but late withdraw with a grade of "W" are included in attempted hours but not quality hours.

The cumulative grade point average (GPA) is the result of the grade points earned in all courses for which a student receives a letter grade, divided by the total number of credits involved in those courses. Only grades of "A", "B", "C", "D", and "F" are computed in the GPA. Grade Point Averages are rounded to the second decimal place. A cumulative GPA of at least 2.0 for all courses applied to the student's program is required for graduation.

For every course attempted, final grades are reported for each student according to the following grading system:

LETTER GRADE	DESCRIPTION	QUALITY POINTS PER CREDIT HOUR
A	Outstanding	4
B	Above Average	3
C	Average	2
D	Passing Below Avg.	1
F	Failing	0
W	Withdrawn	Not Computed
I	Incomplete	Not Computed
P	Pass	Not Computed
NP	Not Passed	Not Computed
AUD	Audit	Not Computed
-E	Excluded	Not Computed
-E	Amnesty Renewal	Not Computed
Grading System		

Nunez Community College accepts only transfer credits that have been awarded a grade of "C" or better, including grades of "P" or "Pass". The grade of "P" will be awarded for non-traditional credit, non-credit, credit by exam, by-passed courses, and some lab or clinical courses accompanying a lecture course.

Cumulative Quality Hours are all hours for which a student has registered and received a final grade of "A" – "F" at the College as well as all quality hours accepted in transfer (including hours that would have been accepted had the student not earned a grade of "F").

Adjusted Quality Hours are all hours for which a student has registered and receives a grade "A" – "F", excluding those credit hours removed from the calculation of the student's grade point average (GPA) through repeat/delete policy and/or those credit hours removed through Academic Renewal.

Repeat/Delete Policy

Students who repeat a course in which a grade of "C" or lower was earned may apply for the deletion of the earlier grade from cumulative grade point average calculations if both attempts were at Nunez. The form to apply for the Repeat/Delete Policy is available in Student Services. The cumulative grade point average will reflect the adjusted average on grade reports and transcripts. Grades for the same course will be deleted no more than three times. Although the student may repeat a course more than three times, the prior grades will be deleted only for the first three attempts. The same limits apply to transfer students whose transcripts indicate deleted grades for repeated courses.

Students are cautioned that the grades earned in all courses attempted will remain on the transcript and that other colleges and universities may not honor the repeat/delete policy offered at Nunez.

	Executive Cabinet	08/03/2022		
	Chancellor	08/03/2022	08/17/2022	

Policy Reference: LCTCS Policy #1.022 Course Grades
Forms Referenced: N/A
Distribution: Distributed Electronically via College's Internet

Chancellor's Signature/Approval

Signature: ~~Chancellor~~   **Date:**   __08/17/2022_____