

GRADING

Grade Point Average

The semester average and the cumulative grade point average (G.P.A.) are derived by dividing the number of grade points earned by the number of semester credit hours attempted. (S/U grades carry no grade points.) Grades for courses transferred from other institutions are not included in the G.P.A. calculation.

Grade Point Definitions & Categorizations

Letter Grade	Grade Definition	Quality Points Per Semester	Numerical Average
A	Excellent	4.00	93-100
A-		3.67	90-92
B+		3.33	87-89
B	Good	3.00	83-86
B-		2.67	80-82
C+		2.33	77-79
C	Average	2.00	73-76
C-		1.67	70-72
D+		1.33	67-69
D	Less than Average	1.00	63-66
D-		0.67	60-62
F	Failure	0.00	Below 60
FX	Failure for Non-Attendance	0.00	
I ¹	Incomplete	0.00	
CIP ¹	Course in Progress	0.00	
NG	No Grade Submitted		
R	Course Repeated	0.00	
S	Satisfactory Completion of Minimal Requirements for Course	0.00	
U	Unsatisfactory	0.00	
UX	Unsatisfactory Non-Attendance		
W ²	Withdrawal Without Penalty	0.00	

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The grade of I becomes an F if the work is not completed by April 20th (for fall courses), August 20th (for spring courses), or December 5th (for summer courses). I grades will be replaced with the earned grade upon course completion. Students will not be allowed to register for a course for which a prerequisite has been established, if a grade of incomplete has been received in the prerequisite course and has not been replaced by an acceptable grade before the course begins.

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A course may be dropped without academic penalty until the end of the tenth week of the semester. An F is given after that time.

Final Grades

Approximately two weeks after the close of the semester, final grades are available to students via the Self-Service section of My D'Youville (<http://www.dyc.edu/about/administrative-offices/information-services/portal.aspx>).

Grade Change (All Grades Except "I")

Grades that have been recorded in the registrar's office can be changed only by the faculty member and with the permission of the department chair and appropriate dean. Requests for this purpose are available to faculty in the Office of the Registrar (<https://dyc0.sharepoint.com/sites/SolutionsCenter/SitePages/Forms.aspx>).

I Grade

The grade of I (incomplete) is used when the instructor is not prepared to give a final mark for the semester, either because of the student's illness or some other justifiable delay in the completion of the course requirements.

Instructors can submit I grades online just as they would for any other final grade. The grade of I becomes an F if the work is not completed by April 20th (for fall courses), August 20th (for spring courses), or December 5th (for summer courses). An incomplete grade deadline extension (to the next scheduled deadline) must be approved by the professor and may only be granted by the vice president for academic affairs or dean, as appropriate. Requests for an incomplete grade extension or to submit a resolution to the incomplete grade are available here (<https://dyc.docuware.cloud/DocuWare/Forms/extension-incomplete-change-of-grade/?orgID=a958ff04-1fb9-45b7-8681-e3faf4127df6>). If the work is still not completed and another extension is not granted, then the I grade will become an F or U.

Grades in Thesis/Project Advisement

Graduate students receiving a second consecutive grade of unsatisfactory ("U") in XXX-629 will be dismissed from the program.