

GRADING SYSTEM AND GRADE POINT AVERAGE COMPUTATION

Grading System Defined

All course grades are letter grades unless otherwise specified in the class schedule. The method of grading (letter or pass/fail) is an integral part of the course structure and is included in the course description. Instructors are expected to state their grading policies in writing at the beginning of each course. Grades appearing on academic records are:

A ¹	"A" (including A+ and A-) indicates a thorough mastery of course content and outstanding performance in completion of course requirements. ¹
B ¹	"B" (including B+ and B-) indicates a high level of acquired knowledge and performance in completion of course requirements. ¹
C ¹	"C" (including C+ and C-) indicates a satisfactory level of acquired knowledge and performance in completion of course requirements. ¹
D ¹	"D" (including D+ and D-) indicates a minimal level of acquired knowledge and minimal performance in completion of course requirements. This grade does not satisfy requirements for courses in the major, minor, core or graduate programs. ¹
F	"F" indicates failure to meet a minimal level of understanding of course content and/or performance in completion of course requirements. All F grades, including those earned in pass/fail courses, are included in the GPA calculations.
P	Pass – The pass grade indicates satisfactory completion of course requirements at either the undergraduate or graduate level. A pass grade does not affect a student's GPA but credits earned with pass grades may meet degree requirements and may be used as a measure of satisfactory progress. Satisfactory performance is the equivalent of a C grade (2.0) or better in undergraduate coursework and B grade (3.0) or better in graduate courses. The entire class must be graded pass/fail, with the grading system noted in the class schedule.
CR	Indicates credit was given under the credit/no-credit option.
DF	Deferred – This designation is for courses such as theses and special projects that require more than one semester to complete. It indicates that course requirements cannot be completed or that institutional equipment breakdown resulted in noncompletion by the end of the semester. Credit may be withheld without penalty until the course requirements are met within an approved time. For undergraduate courses, the grade will automatically change to a W (withdrawn) after two years unless an extension is requested and granted by the registrar.
AU	Audit – A registration status indicating that a student has enrolled for informational instruction only. No academic credit is granted. A W may be given if a student fails to attend an audited course.
W	Withdrawn – Indicates withdrawal from a course after the first two weeks of a semester.
I ²	Incomplete – An incomplete is a temporary grade used to indicate that the student has satisfactorily completed (C (2.0) or better) the majority of work in a course but for personal reasons beyond the student's control, such as sickness, has not been able to complete the course during the regular semester ²
NB	No Basis – Instructors may award a No Basis grade if there is insufficient student progress and/or attendance for evaluation to occur. No credit is given, nor is NB calculated in the GPA. This is a permanent grade and may not be used to substitute for the Incomplete. It cannot be removed by later completing outstanding work.
NS	Not Submitted – Grade not submitted by instructor.
NG	Non-Graded – Used for sections that are not graded, usually continuing education units (CEUs) or lab sections. Has no impact on GPA calculation.

¹ The letter grades A, B, C and D may include a "+" or "-" to indicate that a student's level of performance is slightly higher or lower than that of the letter grade alone.

² Normally, an incomplete is assigned in a case when the student is current in the class until at least the last three weeks of the semester or summer session. Negligence or indifference are not acceptable reasons for an I grade. Normally, a student will initiate a request for an incomplete. If approving the request, the instructor will send a copy of the approval, a statement of the work remaining and the timeline for making up the incomplete to both the student and the Registrar. The instructor must complete a Notice of Incomplete form available on the Office of the Registrar website. An incomplete must be made up within one year or it will automatically be changed to an F grade. One year is the longest amount of time allowable for completion of the I. The I grade is not computed in the student's GPA until it has been changed to a regular letter grade by the instructor or until one year has elapsed, at which time it will be computed as an F. A senior cannot graduate with an I grade in either a university or major course requirement. To determine a senior's GPA for honors at graduation, the I grade will be computed as a failing grade. In extraordinary circumstances which are beyond the student's control (such as military deployment or major and extended illness of the student),

an extension may be granted. The student must request the extension in writing prior to the original deadline date and the request must be approved by: the instructor, the dean, and the provost.

Grade Points and Computing GPA's

Grade point average (GPA) is a student's weighted numerical average of the grades earned in courses at UAF. To compute GPA, divide the total number of credits attempted into the total number of grade points earned. Grade points are calculated by multiplying the number of grade points awarded, according to the chart below, by the number of credits attempted for the course. The following grades are figured in a student's GPA: A+, A, A-, B+, B, B-, C+, C, C-, D+, D, D- and F. Grades of I, DF, W, P, NB, AU and CR do not carry grade points and do not affect a student's GPA.

Noncredit courses, transfer credits and credit by examination do not affect the GPA calculations. "Graduating GPA" is a student's cumulative grade point average at the time of graduation. If, after earning a bachelor's degree, more classes are taken from UAF as a nondegree student, grades for those courses won't be factored into the official graduating GPA. The exception is students who are officially admitted to a second degree program.

Grade	Grade points per credit
A+	4.0
A	4.0
A-	3.7
B+	3.3
B	3.0
B-	2.7
C+	2.3
C	2.0
C- ¹	1.7
D+	1.3
D	1.0
D- ²	0.7
F	0.0

¹ Minimum grade possible for a course to count toward general education requirements, major, minor or degree requirements, or as a prerequisite for another course

² Minimum grade possible to earn credit for a course

Note: Some degree programs require C or higher for their major or minor requirements. Check program listings for specific degree requirements.

EXAMPLE OF GRADE POINT AVERAGE COMPUTATION

Course	Credits	Grade	Credits x Grade points per credit	= Grade Points
BIOL F111X	4	A	4 cr x 4 pts	16
COJO F131X	3	D+	3 cr x 1.3 pts	3.9
WRTG F111X	3	C-	3 cr x 1.7 pts	5.1
MATH F122X	3	B-	3 cr x 2.7 pts	8.1
HIST F131	3	F	3 cr x 0 pts	0
Total	16			33.1

33.1 grade points ÷ 16 credits = 2.07 GPA

Repeating Courses

All grades (original and retakes) for a course completed at UAF are included on a student's academic record, but only the last grade earned for a course is computed in the GPA unless the course is one that can be repeated for credit. For purposes of calculating honors for graduation, all courses (even those repeated) are included in the GPA.

Grade Error Policy

A grade other than an incomplete or deferred submitted by the instructor after a course is completed is the final grade and becomes part of the student's permanent academic record. A grade will not be changed unless the instructor made a legitimate error in calculating the grade. If an error has occurred, contact the instructor immediately. Grade error corrections must be received within 30 class days after the beginning of the next regular semester, and must be approved by the instructor's department head and dean. This is not an appeal of an academic decision.