

## GRADING SYSTEM

The final grade given for any course is a symbol of the degree of mastery of the course. It is based on the sum of evidence the student demonstrates concerning understanding and retention of material presented and does not always indicate native intelligence or potential. Formal examinations, written and oral quizzes, term papers, recitation and participation in class discussions are utilized in determining the grade.

Letter grades are to be interpreted as follows:

<b>Grade</b>	<b>Description</b>	<b>Quality Points</b>
A+	Excellent, with four quality points per credit hour. An A+/A indicates truly outstanding scholarship and an unusual degree of intellectual initiative.	4.0
A		
A-	Outstanding	3.7
B+	Truly superior or well above average attainment with three quality points per credit hour.	3.3
B	Above Average	3.0
B-	Above Average	2.7
C+	A basic grade that indicates average or satisfactory work as is done by a majority of students. It indicates an understanding of the essential elements of a course	2.3
C	Average	2.0
C-	Average	1.7
D+	Deficient, but passed	1.3
D	Below Average	1.0
D-	Below Average	0.7
F	Failure without right to re examination	0.0

I	Incomplete: Not a final grade. It is given only at the request of the student with the approval of the instructor, and when, in the judgment of the instructor, an emergency clearly beyond the student's control prevents the student from completing the final examination or other essential portion of assigned work. If coursework not completed by extended date will convert to an F.	*
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Grade	Description	Quality Points
X	No grade has been submitted by the instructor. It is used ordinarily only at mid- term. The student may obtain the reason for the X grade from the instructor.	*
T	Deferred- may be awarded for a thesis or capstone in progress.	*
W	Withdrawn or registration canceled	*
NC	No credit or non-credit.	*
WP	Withdrawn for absences, passing	*
WF	Withdrawn for absences, failing	*

## GRADE APPEAL PROCEDURE

Faculty assign grades after thoughtful, careful consideration based on their professional judgment of the student's mastery of the course's body of knowledge and within the course policies specified in the syllabus.

However, on rare occasions a student might believe the grade assigned does not accurately reflect course mastery and/or the policies stated in the syllabus.

In such cases, a student may appeal the assigned grade by following a set procedure that begins by discussing grade determination with the course instructor and, failing agreement at this level, leads to involvement of academic administrators. The detailed Grade Appeal Procedure document is available on the Registrar page in BadgerWeb.

In order to assure that the issues surrounding the appeal are fresh in all parties' minds, students must initiate the grade appeal by contacting the faculty member who assigned the grade no later than two class weeks after the start of the subsequent academic semester. In the case of an appeal of a grade assigned during the spring semester, mini-terms or summer school, the student may appeal the grade

any time prior to the completion of two weeks of the fall semester. Appeals not initiated within the time-frame specified above will not be considered.

## **REMOVAL OF INCOMPLETE GRADES**

For undergraduate students, an I is changed to an F if the missing work is not submitted within two weeks after the beginning of the next semester. The graduate policy is stated under Graduate Program Policies in the Graduate Studies section of the Bulletin.