

Grading System

The College will maintain a grading system, and students' academic performance shall be evaluated on a regular basis in accordance with recognized educational practices and standards as described in the College Catalog and other official college documents.

At the conclusion of each academic term, instructors shall submit an official grade for each student enrolled to the Academic Services Office within time limits established by the Vice President for Academic Services and Vice President for Student Services. Accurate grade records must be kept by each instructor for auditing and verification purposes.

Course work will be evaluated according to the following system:

<u>Grade</u>	<u>Performance</u>	<u>Grade Point Value</u>
A	Superior	4
B	Good	3
C	Average	2
D	Poor	1
F	Failure	0
W	Withdrawal	0
U	Audit	0
I	Incomplete	0
P	Pass (is not used in averaging grades but does carry credit)	0