

# GRADING SYSTEM

Fullerton College follows a standard grading system commonly used in many educational institutions in the United States. Here is a summary of the Fullerton College grading system:

## Grade Scale

Fullerton College uses a letter grade scale to evaluate student performance. The letter grades and their corresponding grade points are typically as follows:

1. A: 4.0 (Excellent)
2. B: 3.0 (Good)
3. C: 2.0 (Satisfactory)
4. D: 1.0 (Passing, but below average)
5. F: 0.0 (Failing)
6. Incomplete (INB/INC/IND/INF/INNP) Grade: In some cases, if a student is unable to complete all the requirements of a course within the given timeframe due to extenuating circumstances, they may be assigned an Incomplete grade. The student is typically required to make arrangements with the instructor to complete the outstanding work by a specified deadline, after which the Incomplete grade is converted to a letter grade.
7. Withdrawal (W, EW, MW) Grade: If a student chooses to withdraw from a course within the designated withdrawal period, they may receive a Withdrawal (W, EW, MW) grade. The W, EW, MW grade does not affect the GPA calculation but is generally recorded on the student's transcript.
8. Pass/No Pass (P/NP) Option: Some courses at Fullerton College may offer a Pass/No Pass grading option. In this case, instead of receiving a letter grade, students receive either a Pass (P) or No Pass (NP) grade. The P grade indicates a satisfactory performance, while NP indicates an unsatisfactory performance. Neither the P nor NP grade affects the GPA calculation.

It's important to note that specific policies and grading criteria may vary for individual courses and programs at Fullerton College. It's always recommended to consult the college's official grading policies or contact the college directly for the most accurate and up-to-date information regarding their grading system.

**Grades and Grade Point Average:** Student performance in courses is indicated below. Grades which carry point value, and which are used in determining the grade point average (GPA), are as follows:

| Symbol | Definition                      | Grade Points Per Unit |
|--------|---------------------------------|-----------------------|
| A      | Excellent                       | 4                     |
| B      | Good                            | 3                     |
| C      | Satisfactory                    | 2                     |
| D      | Passing, less than Satisfactory | 1                     |
| F      | Failing                         | 0                     |

## The meaning of each symbol is as follows:

**A** — Superior or Excellent (4 grade points). Honor grade indicating excellence earned as a result of consistently superior examination scores; consistently accurate and prompt completion of assignments; ability to deal resourcefully with abstract ideas; superior mastery of pertinent skills; and promise of success in field relating to the subject.

**B** — Better than Average — Good (3 grade points). Honor grade indicating competence earned as a result of high examination scores; accurate and prompt completion of assignments; ability to deal well with abstract ideas; commendable mastery of pertinent skills; and promise of continued success in sequential courses.

**C** — Average — Satisfactory (2 grade points). Standard college grade indicating successful performance earned as a result of satisfactory examination scores; generally accurate and prompt completion of assignments; ability to deal with abstract ideas; average mastery of pertinent skills; and sufficient evidence of ability to warrant entering sequential courses.

**D** — Less than Satisfactory (1 grade point). Substandard grade indicating the meeting of minimum requirements only earned as a result of low examination scores; generally inaccurate, incomplete or late assignments; inadequate grasp of abstract ideas; barely acceptable mastery of pertinent skills; or insufficient evidence of ability to make advisable the enrollment in sequential courses.

**F** — Failing (no grade points). Non-passing grade indicating failure to meet minimum requirements earned as a result of non-passing examination scores; inaccurate, incomplete or late assignments; failure to cope with abstract ideas; inadequate mastery of pertinent skills; or repeated absence from class. "F" grades are figured in total units attempted in computing the grade point average.

**GPA Computation:** GPA stands for Grade Point Average. It is a numerical representation of a student's academic performance, typically on a scale of 0.0 to 4.0. GPA is used by educational institutions to measure and compare students' achievements.

| Symbol | Definition         | Grade Points Per Unit                                         |
|--------|--------------------|---------------------------------------------------------------|
| P      | Pass               | at least satisfactory — units awarded not counted in GPA      |
| NP     | No Pass            | less than satisfactory, or failing — units not counted in GPA |
| W      | Withdrawal         | No units granted                                              |
| UD     | Ungraded           | No units granted                                              |
| EW     | Excused Withdrawal |                                                               |

## How to Calculate a GPA

1. Multiply the grade value of the course by the units attempted for that course. The product of this multiplication will be the grade points.
2. Divide the cumulative grade points by the cumulative units attempted.

**Example:**

| Course           | Grade Value | Multiply | Units Attempted | Equals | GPA HRS (units attempted) |
|------------------|-------------|----------|-----------------|--------|---------------------------|
| MATH 100 FA = 4  |             | x        | 4               | =      | 16                        |
| ENGL 060 F B = 3 |             | x        | 4               | =      | 12                        |
| GEOG 100 FC = 2  |             | x        | 3               | =      | 6                         |
| PE 215 F D = 1   |             | x        | 2               | =      | 2                         |
| PHIL 100 F F = 0 |             | x        | 3               | =      | 0                         |
| <b>TOTALS:</b>   |             |          | <b>16</b>       |        | <b>36</b>                 |

**\*Divide 36 (Grade Points column) by 16 (Units Attempted column) and the G.P.A. = 2.25**

**Pass/No Pass Policy:** Courses in which **P (Pass)/NP (No Pass)** grading is allowed are designated in the class schedule and in the course descriptions in this catalog. P/NP is not the same as auditing.

**P – Pass** is equivalent to the satisfactory grade of “C.” “P” will award units completed, but will not be computed into the grade point average.

**NP – No Pass** is a substandard grade, equivalent to the grades of “D” or “F.” “NP” grades will not be computed into the grade point average, but will enter into calculations for progress probation.

If a course is listed in the College Catalog as “Letter Grade or Pass/No Pass option”, a student may choose to take the course with a P/NP grade. Once the request is submitted, the grading option is *not* reversible. Students may enroll in up to six units each semester in courses with a PASS/NO PASS option.

Students should investigate the policies of the institutions to which they may wish to transfer to determine the acceptability of P (Pass) grades in courses in the student’s major, since many universities and colleges do not accept P (Pass) grades in such courses. Many institutions will consider an NP (No Pass) as a failing grade. Likewise, students planning for graduate work should realize that some graduate schools do not look favorably on P grades.

**INB, INC, IND, INF, INNP** - Incomplete grades - If a student is unable to complete all the requirements of a course within the given timeframe due to extenuating circumstances, they may be assigned an Incomplete grade. The student is required to make arrangements with the instructor to complete the outstanding work by a specified deadline, after which the Incomplete grade is converted to a letter grade.

Students will have up to one year to complete unfinished work for a class. If a student does not complete outstanding work within a year, the Incomplete will default to a letter grade.

Incomplete grades include:

- INB – Incomplete Grade with a B default grade
- INC – Incomplete Grade with a C default grade
- IND – Incomplete Grade with a D default grade
- INF – Incomplete Grade with an F default grade
- INNP – Incomplete Grade with an NP default grade

The condition of removal of the incomplete grade and the final grade to be assigned shall be documented by the instructor and provided to

the student. A final grade shall be assigned when the work stipulated has been completed and evaluated or when the one-year time limit for completing the work has passed.

The incomplete grade will not be used in calculating units attempted nor for grade points.

A student may not re-enroll in a class for which an incomplete grade symbol is shown on the student’s transcript.

At any time during the one-year period, faculty may submit to Admissions and Records an official Grade Change form to assign a grade other than the default grade.

**IP – In Progress.** The “IP” symbol shall be used to denote that the class extends beyond the normal end of an academic term. It indicates that work is “in progress,” but that assignment of an evaluative grade must await its completion. The “IP” symbol shall remain on the student’s transcript in order to satisfy enrollment documentation. An “IP” symbol shall not be used in calculating grade-point averages. **The student *must* register in the same course for the next semester. Failure to do so will result in an assignment of a grade by the instructor in place of the “IP”**

**MW – Military Withdrawal.** Upon verification of military orders, the symbol “MW” will be assigned to students who are called to military service and withdraw from courses. Military withdrawal shall not be counted in progress probation or dismissal calculations.

**RD – Report Delayed.** The “RD” symbol is used when there is a delay in reporting the grade of a student due to circumstances beyond the control of the student. It is a temporary notation to be replaced by a permanent symbol as soon as possible. “RD” shall not be used in calculating grade-point averages.

**W – Withdrawal.** A “W” is a grade indicated when the student has withdrawn from a course. It is not included in the grade point average computation. (See “Withdrawal Policy.”)

**EW - Excused Withdrawal.** Verifiable documentation must be presented upon petition by the student to Admissions & Records. The symbol “EW” will be assigned to students who are approved via Extenuating Circumstance Petition. Excused Withdrawal shall not count in calculation of probation or dismissal and is not counted as an enrollment attempt for purposes of course repetition. The “EW” symbol does count in the Federal financial aid Satisfactory Academic Progress Calculations.

**Assignment of Grades:** The final grade is wholly within the responsibility of the instructor, regardless of whether it is an A, B, C, D, F, P, NP, I, IP or W.

**Please Note:** In a number of courses, principally in English, foreign languages, science and mathematics, a student may not progress to a more advanced study in a subject in which the student has received a “D” grade.

**Non-Degree Credit Courses:** Non-degree credit courses are courses that earn credit, but are **not** counted toward the 60 units required for the associate degree. Non-degree courses are intended to assist students in performing the skills needed for college level courses. Non-degree courses do apply toward residency, athletic eligibility, work study and financial aid, veteran’s benefits, associated student body office, and full-time status. The degree or non-degree credit status is indicated at the end of every course description.