

GRADING

Student grade point average (GPA) is determined using the semester credit hours earned in each course multiplied by the weight of the grade received. The sum of these products divided by the total semester hours taken by the student during a semester is the grade point average (GPA). Courses in which advanced standing credit is given for work taken in other institutions of higher education, or in which grades of "IC", "W", "S", "P" or "U" are received, are omitted in determining the grade point average (GPA).

Exclusion of courses from the GPA occur when a student repeats a grade of 'F'. *Exclusions for Special Topics courses applies when repeating a special topics course with the same course title.*

Midterm and Final Grades

Midterm grades are posted at the mid-point of each semester on Leopardweb. Midterm grades do not appear on the student's official transcript. It is the student's responsibility to meet with their graduate advisor and the instructor of any course in which midterm grades reflect poor academic progress to improve the quality of their work and seek help from all available campus resources. Students should consult the academic calendar for midterm grade due dates and posting dates for each semester.

Final grades are posted after each semester in April, August, and December. Students should consult the academic calendar for final grade due dates and posting dates for each semester. Students with questions or concerns regarding their final grade should contact the instructor for the course.

Grade Scale: Graduate

Grade	Weight	Numerical Definition Definition	
A	4	93-100	Distinction
A-	3.67	90-92	High Pass
B+	3.33	87-89	Pass
B	3.00	83-86	Pass
B-	2.67	80-82	Provisional
C+	2.33	77-79	Provisional
C	2.00	73-76	Provisional
F	0	0-72	No Pass
P	0		Pass (for credit)
S	0		Satisfactory (no credit)
U	0		Unsatisfactory (no credit)
W	0		Withdrew
IC	0		Incomplete (temporary)
NR	0		Grade Not Reported by Instructor

Wentworth does not offer students the option to audit a course; if a student is granted an exception to this policy the course cannot be converted at any time to a credit bearing course and will not satisfy a degree requirement.

Incomplete Grades Policy

A temporary grade of "IC" may be issued only to a student who has completed most the work in a course, but has a medical emergency, personal emergency, or other circumstance which is beyond the student's

control that would prevent the completion of work by the time grades are due. It is not used to allow students who mismanage their time to turn in work late. Students seeking an 'IC' grade must make arrangements with the course instructor prior to the final examination period. If course instructor cannot be reached or is no longer at Wentworth, the student should contact the associate dean or director of graduate programs of the course.

Unresolved "IC" grades received in the fall semester will automatically be changed to "F" at the midterm grade deadline the following spring. Unresolved "IC" grades received in the spring and/or summer semester will automatically be changed to "F" at the midterm grade deadline the following fall. Seven-week courses will have until end of the full term. Session two will have until midterm of the following full term. Unresolved "IC" grades will delay the awarding of an undergraduate or graduate degree until such time a final grade has been awarded or the requirement has been met. No degrees will be conferred with outstanding "IC" grades.

If a student receives an "IC" grade in a prerequisite course for a subsequent, pre-registered course, the "IC" must be completed, and a passing grade received before the end of the drop/add period in the semester the student takes the subsequent course. Permission to remain in the sequence course must be granted prior to the deadline for completion of the "IC" grade from the prior semester. If permission to remain in the pre-requisite course is not granted, the course(s) will be dropped from the student's schedule.

Pass/Fail Grades

Grades of "P" or "F" are awarded to courses with this grade scheme and carry academic credit. "P" or "F" grades do not calculate into the GPA.

Satisfactory/Unsatisfactory Grades

Grades of "S" or "U" are awarded to non-credit bearing courses and do not calculate into the student's semester or cumulative GPA.

Repeated Courses

For courses in which a grade of "F" is received, students may repeat that course only once. After the course, has been retaken, the first grade is excluded from the GPA and replaced by the second grade. Courses passed with a grade of "C" or higher may not be retaken for improving the overall program GPA.

Retention of Graded Student Work

All work submitted for grading is the property of Wentworth Institute of Technology and may be retained at the discretion of the University.

Final Examinations

Final examinations are given in all courses during the scheduled examination period as published in the academic calendar. The final examination schedule is published on MyWentworth and students are responsible for consulting it. No student should make travel arrangements that conflict with the examination schedule. Students who, prior to the final exam posting, schedule departure during final exams risk failure in their final course assessment.

Students must complete the final examination on the scheduled day. However, no student will be required to take more than two final examinations on the same day. A make-up exam can be scheduled with course instructors to accommodate students in courses with final exam conflicts. The associate deans involved will determine, if necessary, which final examination will be required to be rescheduled via a make-up

exam. Students who experience a medical or personal emergency may follow the procedures outlined in the Incomplete Grades section.