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 may occur with one, or any combination, of the following actions:

- The student repeats a grade of "C-", "D+", "D", or "F"
- The student changes program and only the exclusive course requirements of the former major are removed from the GPA calculation of the new curriculum's GPA, as determined by the appropriate associate dean. Humanities and social science courses do not qualify for grade forgiveness.

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 primary advisor or student success 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: Undergraduate

Grade	Weight	Numerical Definition	Definition
A A-	4 3.67	93-100 90-92	Student learning and accomplishment far exceeds published objectives for the course/test/assignment and student work is distinguished consistently by its high level of competency and/or innovation.
B+ B B-	3.33 3 2.67	87-89 83-86 80-82	Student learning and accomplishment goes beyond what is expected in the published objectives for the course/test/assignment and student work is frequently characterized by its special depth of understanding, development, and/or innovative experimentation.
C+ C C-	2.33 2 1.67	77-79 73-76 70-72	Student learning and accomplishment meets all published objectives for the course/test/assignment and student work demonstrates the expected level of understanding and application of concepts introduced.
D+ D	1.33 1	67-69 60-66	Student learning and accomplishment based on the published objectives for the course/test/assignment were met with minimum passing achievement.
F	0	0-59	Student learning and accomplishment based on the published objectives for the course/test/assignment were not sufficiently addressed or met.
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

An Incomplete grade (IC) is a temporary grade assigned when a student, due to a "medical or personal emergency" or extenuating circumstances that are beyond the student's control, is unable to complete course requirements by the end of the Final Assessment (Exam) period. Students must have completed most of the work in a course as defined by the professor at the time of the request.

Students seeking an 'IC' grade must submit a written request, including remaining work and proposed submission deadlines, to the course instructor by the last day of the Final Assessment (Exam) period as published in the Academic Calendar. The course instructor reserves the right to grant or deny an incomplete grade based on their evaluation. The course instructor may consult with the Assistant Provost. If the course instructor cannot be reached, the student should contact the Dean's office for the school that offers that course.

Incomplete work must be submitted to the course instructor prior to the Incomplete deadline published in the Academic Calendar. Please be aware that incomplete grades may impact your next semester schedule.

Unresolved "IC" grades will automatically be changed to "F" by the deadlines published in the Academic Calendar. Unresolved "IC" grades will delay the awarding of an undergraduate or graduate degree until a final grade has been awarded or the requirement has been met. No degrees will be conferred with outstanding "IC" grades.

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

A course may be repeated for credit if a grade of "C-" or less is received on the first attempt. If a student receives as second grade of "C-" or less in the repeated course, the course may be repeated only once more. The grade for the repeated course is calculated in the GPA in place of the

initial grade(s) regardless of the replacement grades earned. The previous grade(s) remains on the record, but neither the previous grade(s) nor the credits are calculated in the GPA. Students are not permitted to transfer a course to WIT for grade replacement. For grades of "C-" or below, grade replacement courses must be completed at WIT.

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.

Special Grading Policies

Several degree programs have special grading policies that impact continued progress in the program or graduation from the program. Architecture, Industrial Design, and Interior Design have a grading policy regarding studio courses. All special policies are detailed with the degree program information in this catalog.

Final Exams and Assessments (final examination, papers, presentations)

Final examinations and final term papers/projects are given during the scheduled examination period published in the academic calendar. All students are expected to take final examinations according to the schedule published by the Registrar's Office. Final examinations are only given during the final examination period listed on the academic calendar.

Students should not make travel arrangements that conflict with the dates of the final exam and assessment period as published in the Academic Calendar. Students who schedule their departure prior to completing exams and assessments, risk failure in their final exam or assessment.

Students must complete the final examination on the scheduled day unless they are scheduled for more than two exams in a single day or there are extraordinary unforeseeable circumstances beyond the student's control. In these circumstances, students will be allowed to schedule a make-up exam.

Make-up Examinations:

If a student misses a final examination due to extraordinary/ unforeseeable circumstances beyond their control, the student must contact the course instructor to make an alternate arrangement. Unforeseeable and/or extraordinary circumstances may include a serious illness or injury; a recent death in one's immediate family; conflict with religious observance.

Students are not required to take more than 2 exams in one day. If a student is scheduled for more than two exams, they should contact the instructors to request a make-up exam at another time during the final exam period.

At the faculty member's discretion, the student may be granted an Incomplete to make up the exam on a date after the published date. If the instructor is unable to accommodate the request, the student should contact the Dean or Associate Dean.

Dean's List

Full-time undergraduate degree program students attempting at least 12 credits and part-time undergraduate degree program (AENT, ABCM, BBCM, BPM or BSFM) students attempting at least 6 credits who achieve a semester grade point average of 3.50 or higher, with all grades at least "C" for the semester, are recognized for their scholastic achievement by placement on the Dean's List. Students with IC grades at the time Dean's List are awarded are not eligible for the award for that semester. A Dean's List notation is posted to the student's official transcript following each semester grading period.