TITLE: **GRADING SYSTEM POLICY**

DATE(S) OF POLICY AND POLICY REVISION APPROVALS: **December 6, 2011**; **April 24, 2001**

All students officially enrolled in a class by the end of the semester must be assigned a final grade for the class by the course instructor. The primary purpose of any grading system is to document evaluation of student learning and inform the student of his or her academic progress. Luzerne County Community College uses the following schedule of letter grades, definitions and grade point equivalents as its official marking system. Students may access semester grades and transcripts via WebAdvisor.

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| Letter Grade | Definition | **Grade Points** |
| A | Academic achievement of superior quality | 4.0 |
| B+ | Academic achievement above high quality | 3.5 |
| B | Academic achievement of high quality | 3.0 |
| C+ | Academic achievement above satisfactory quality | 2.5 |
| C | Academic achievement of satisfactory quality | 2.0 |
| D+ | Academic achievement above the minimal quality required for course credit | 1.5 |
| D | Academic achievement of minimal quality required for course credit | 1.0 |
| F | Academic achievement below the minimum required for course credit. Failure. | 0.0 |
| W | **Official Withdrawal** | \_\_ |
|  | (A student may withdraw from a course up to and including the tenth week of the semester with a “W” grade on his/her record. “W” grades do not affect the student’s GPA.) |  |
| I | **Incomplete**  | \_\_ |
|  | (Refer to Incomplete Grade Policy for details.) |  |
| IE | Incomplete Writing Competency Examination | -- |
| S | Audit (No Credit) | -- |
| P | Successful Completion of Course | -- |
| R | Unsuccessful Completion of Course- | -- |
|  | Re-Take  | -- |

A. Final grades are posted on WebAdvisor each semester after the closing of the semester. Grades may be withheld if all financial commitments to the College have not been met.

B. A student who earns a grade of “D, D+, or F” in a course may repeat the course one time; the approval of an Academic Dean or the Provost/Vice President of Academic Affairs is required for the student to repeat the course more than once. The final grade earned in the repeat course will be included on the transcript, but only the most recent grade will count toward the G.P.A. (grade point average).

C. A student who earns a “B” or a “C” in a course may repeat the course but only with approval from an Academic Dean or the Provost/Vice President of Academic Affairs. The second grade will be recorded on the transcript; however, only the first grade will be calculated into the G.P.A. In addition, the repeat credits will not be considered for fulfillment of programs and/or graduation requirements.