

It is recommended that students request an updated Academic Advising Report from their major department at least once a year for review with their academic adviser. A degree evaluation is completed during the semester a student files for graduation. (See *Graduation and Commencement*.) Students should keep their personal copy current.

All transcripts submitted in support of an application for admission become the property of the Records Office and are not returnable. Students are encouraged to obtain duplicate copies of their records from high school and prior college attendance for their personal file.

## Grade Symbols and Grade Points

**A — Excellent.** Performance of the student has demonstrated the highest level of competence, showing sustained superiority in meeting all stated course objectives and responsibilities, and exhibiting a very high degree of intellectual initiative. (4 grade points per unit.)

**B — Very Good.<sup>1</sup>** Performance of the student has demonstrated a high level of competence, showing sustained superiority in meeting all stated course objectives and responsibilities and exhibiting a high degree of intellectual initiative. (3 grade points per unit.)

**C — Satisfactory.<sup>2</sup>** Performance of the student has demonstrated a satisfactory level of competence, showing an adequate level of understanding of course objectives, responsibilities, and comprehension of course content. (2 grade points per unit.)

**D — Unsatisfactory.<sup>2,3</sup>** Performance of the student has been unsatisfactory, showing inadequacy in meeting basic course objectives, responsibilities, and comprehension of course content. (1 grade point per unit.)

**F — Failure.** Fails to meet course objectives. Work at this level does not meet requirements for credit toward a degree. (0 grade points per unit.)

**WU — Failure — Withdrawal Unauthorized.<sup>4</sup>** The symbol *WU* indicates that an enrolled student did not complete course requirements and did not properly withdraw from the course. It is assigned when, in the opinion of the instructor, completed assignments or course activities, or both were insufficient to make normal evaluation of academic performance possible. (0 grade points per unit.)

**CR — Credit** for units allowed, work of *A*, *B*, or *C* quality in undergraduate courses and *A* or *B* quality in 200-level courses. (0 grade points per unit; units allowed for the degree.)

**NC — No credit** for units registered for, work of *D* or *F* quality in undergraduate courses and *C*, *D*, or *F* quality in 200-level courses. Replaces *I* grade in courses where *CR/NC* grading is used if required work is not completed within required time. (0 grade points per unit; no units allowed.)

**W — Withdrawal** after the fourth week of instruction. (Not used in grade point calculation.)

**I — Incomplete Authorized.** Required coursework has not been completed and evaluated yet. (Not used in grade point calculation.) See *Incomplete Grade — Explanation*, page 75.

**IC — Incomplete Charged.** Student who received an authorized Incomplete (*I*) has not completed the required coursework within the allowed time limit (0 grade points per unit).

**RD — Report delayed.** Grade must be cleared before a degree is awarded. (Not used in grade point calculation.)

**RP — Report in Progress.** Continuing work in progress. (No units allowed and not included in grade point calculation until grade is assigned.)

**AU — Audit.** Grade indicates student's status as auditor and does not earn degree credit.

## Explanation of Grades

**Audit Status (AU).** Persons wishing to attend classes without matriculating or receiving college credit may register as auditors. Auditors register during the first week of instruction. Students enrolled in audit status only may not transfer to credit status without completing admission procedures.

Enrollment as an auditor is subject to permission of the instructor provided that enrollment in a course as an auditor shall be permitted only after students otherwise eligible to enroll on a credit basis have had an opportunity to do so. Auditors are subject to the same fee structure as credit students and regular class attendance is expected. Once enrolled as an auditor, a student may not change to credit status unless such a change is requested no later than the last day to add

classes in that term. A student is enrolled for credit may not change to audit after the fourth week of instruction.

Enrollment in a course as an auditor shall be permitted only after students otherwise eligible to enroll on a credit basis have had an opportunity to do so. Auditors are subject to the same fee structure as credit students. Regular class attendance is expected and the student may be required to participate in any or all classroom activities at the discretion of the instructor. An audited course is not listed on the student's permanent record if the requirements for auditing the class are not met. A student who is enrolled for credit may not change to audit after the fourth week of instruction.

Credit for courses audited will not subsequently be granted on the basis of the audit. (See the current *Class Schedule*.)

**Credit/No Credit Grading (CR/NC).** The credit/no credit grading policy at California State University, Fresno is designed to encourage academic exploration outside the major field of study. The policy also recognizes that in certain types of courses, student performance is best evaluated in terms of credit/no credit grading rather than through the traditional letter grades.

Neither the *CR* nor *NC* grade is included in the calculation of the grade point average. The grade of *CR* is assigned if the student's work is judged to be equivalent to an *A*, *B*, or *C* grade as applicable to regular enrollment in an undergraduate course or equivalent to an *A* or *B* grade in a 200-level course.

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<sup>1</sup> Master's degree candidates are reminded that a *B* (3.0) average is required in the master's degree program and for all courses (related and unrelated; lower division, upper division, and graduate) taken concurrently with the master's degree program.

<sup>2</sup> Undergraduate students are reminded that a *C* (2.0) average is required for all college coursework completed, all courses taken at California State University, Fresno, and all courses in the major in order to graduate with a baccalaureate degree. Some majors are subject to more stringent grading requirements.

<sup>3</sup> Master's degree candidates are reminded that a *D* is not accepted toward any master's degree program.

<sup>4</sup> A *WU* is assigned only for courses graded *A* through *F*. The course can be repeated and the new grade may be substituted for the *WU* by petition, except for master's degree students. (See *Repeating Courses*.)