

SCHOLARSHIP REQUIREMENTS**UNITS**

A credit or semester unit represents one hour of class work per week for one semester. It is assumed that two hours of preparation are required for each hour in class. Three hours of laboratory per week are the equivalent of one unit. In a limited number of courses two hours of laboratory per week are the equivalent of one unit.

GRADES

A—Exceptionally good.

B—Above average.

C—Average.

D—Below average.

F—Failure.

FW—Withdrawal with mark F, or failure to withdraw officially.

INC—Semester requirements less than one-third incomplete, work of passing grade.

IP—Continuing work in progress, status satisfactory.

P—Passed without grade.

W—Official withdrawal.

AU—Audit.

An INC is given only when a student who has been doing passing work finds it impossible for justifiable reasons to complete the assignments of the last one-third (or less) of the course. The student is obligated to make up the incomplete within the allotted time and the instructor is obligated to assist him to do this. A student may be able to make up an incomplete without being enrolled; he should in every case confer with the instructor concerned. Permission to make up an incomplete subject extends only to the end of the following semester in which he is registered. In no instance may the INC be made up after two years of absence; after this time the student must reenroll to receive credit. No student may be required to repeat a course in which he has received an INC except where the time for making up the grade has elapsed.

The IP and P grades may be used only in courses designated in advance by the Dean of the College. The IP remains on the transcript without penalty. Any subsequent completion of the course within the permitted time limit is shown by a later entry. Three semesters are permitted for completing a 299 course without reregistration; all other courses given IP grades operate under the same time limit as does the INC.

GRADE POINTS

For each unit of credit the student receives grade points as follows:

A—Four grade points per unit of credit.

B—Three grade points per unit of credit.

C—Two grade points per unit of credit.

D—One grade point per unit of credit.

P—Units allowed but not counted in grade-point average.

INC, IP—Neither units nor grade points counted until final grade recorded.

F, FW—Units counted, no grade points.

AU—No units or grade points allowed.

The above grade point system is effective September 1, 1964. Prior to that date the grade of INC was counted in units attempted but no grade points were allowed. Between September 20, 1956, and September 15, 1961, grade points were computed as follows: the E grade was used for Condition to be changed to D when condition was removed; P counted two grade points per unit of credit; E counted no grade points per unit. Prior to September 20, 1956, the system was: A, 3 grade points; B,