# Grades

Grades are awarded according to the following system:

## Credit Courses:

| Grade | Numeric Score | Quality Points |
|---|---|---|
| A | 90-100 | 4 |
| B | 80-89 | 3 |
| C | 70-79 | 2 |
| D | 60-69 | 1 |
| F | 0-59 | 0 |
| W | Withdrawn | Not Computed |
| WP | Withdrawn Passing | Not Computed |
| WF | Withdrawn Failing | 0 |
| I | Incomplete | |
| IP | In Progress | |
| AC (A, B, C) | Articulated Credit | Not Computed |
| AU | Audit | Not Computed |
| TR (A, B, C, M) | Transfer Credit | Not Computed |
| EXE, EXP | Exemption Credit | Not Computed |

## Learning Support:

| Grade | Numeric Score | Quality Points |
|---|---|---|
| A* | 90-100 | |
| B* | 80-89 | |
| C* | 70-79 | |
| D* | 60-69 | |
| F* | 0-59 | |
| W* | Withdrawn Failing | |

## Non-Credit:

| Grade | Numeric Score | Quality Points |
|---|---|---|
| S | Satisfactory | Not Computed |
| U | Unsatisfactory | Not Computed |

**W** - This grade signifies that a student withdrew from a course on or before the 60% mark of the term, whether the work is passing or failing. If the 60% mark falls on a weekend or holiday, students who withdraw on the next class day will be awarded a "W". No credit is given and no grade points are calculated. A grade of "W" is not included in calculating the grade point average but is counted as coursework attempted.

**WP** - This grade signifies that a student withdrew from a course after the 60% mark of the term and had a passing average and is making satisfactory progress at the time of withdrawal. A grade of "WP" is not included in calculating the grade point average but is counted as coursework attempted.

**WF** - This grade signifies that a student withdrew from a course after the 60% mark of the term and had a failing average and is not making satisfactory progress at the time of withdrawal. A grade of "WF" is calculated in the grade point average as an "F" and is counted as coursework attempted.

**IP** – This grade signifies that for administrative reasons the course continues beyond the end of the term. Grades of "IP" not cleared by the end of the following term will be converted to an "F".

**I** – This grade signifies that a student has satisfactorily completed 80% of the class days of the required course work, but for non-academic reasons beyond the student's control, has not been able to complete the course. The incomplete is assigned only after the student has made arrangements with the instructor for fulfilling the course requirements and received approval from the Vice President of Academic Affairs or a designated representative. Grades of "I" not cleared within the first two weeks of the next term will be converted to an "F". Extraordinary circumstances may merit an appeal for an extension of time. Extensions of time must be requested by the instructor and approved by the Vice President of Academic Affairs or a designated representative; however, under no circumstances extended beyond the next term.

**AC (A, B, C)** – Articulated credit may be awarded for coursework completed under formal articulation agreements when established competencies have been achieved. A grade of AC will be given for the course(s).

**AU** - A student may choose to audit a class rather than take it for credit. By auditing a class the student is allowed to attend class in accordance with the following guidelines: (1) meet established admissions requirements of Coastal Pines Technical College, (2) have the approval of the instructor and follow regular registration procedures, (3) obtain prior approval from the Vice President for Academic Affairs for any changes from audit to credit or credit to audit status, and (4) pay the appropriate fee for auditing the course. Anyone auditing must attend class and observe normal attendance regulations. The audit period of a class must conform to the same time period allowed for credit, with no extension of time. An audit grade may not be later changed to a credit grade. A student who is auditing a course is eligible to receive all materials available to credit students except for tests. The instructor may provide "practice tests" for the audit student. Students auditing a class are not eligible for financial aid for that course.

**TR (A, B, C, M)** - A grade of "TR" indicates that the student has successfully completed the course at another postsecondary institution or earned military credit. A grade of "TR" carries no quality points. The student will, however, receive comparable credit hours at CPTC for the credit hours received at the former institution.

**EXE** - A grade of "EXE" indicates that a student has exempted a course through examination. Credit is given but grade points are not calculated.

**EXP** - a grade of 'EXP'indicates that a student has exempted a course through portfolio presentation. Credit is given but grade points are not calculated.

**S** - A grade of "S" indicates that the student has successfully mastered all of the course competencies. A grade of "S" carries no quality points, but institutional credit hours for that course will be awarded to the student.

**U** - A grade of "U" indicates that the student did not master all of the course competencies. A grade of "U" carries no quality points.