Grades

Grade Definitions

Final passing grades are A, superior; B, good; C, acceptable; D, passing; and S, satisfactory. Final failing grades are F, failure; FA, failure for excessive absences; U, unsatisfactory; NR, no grade reported; and WF, officially dropped with permission of the student’s dean but failing at time of withdrawal and is calculated into the GPA. (For the definition of W, see the following section on Grade Assignment for Class Withdrawal.)

A TD, thesis and dissertation research credit, is assigned to courses 7990 Research and Thesis and 8990 Research and Dissertation.

A grade of IP (In Progress) is used by professional programs, specifically Pharmacy, Veterinary Medicine, and Professional Flight Management degree programs, and any other degree program designated as a “professional programs” by the university, where completion of courses within that program may extend beyond the end of a regular term. Students who are making progress toward completion of their work, but have not completed all course requirements may receive the IP grade. The IP grade is not calculated in the GPA until the grade is cleared. An IP grade must be become a grade of A, B, C, or D within one year from the end of the term the IP grade was awarded or the IP grade will become an “F”.

Grades of SA and SN may be assigned in certain specialized classes in which progress to the next level of a program depends on performance in the class. In such cases, a grade of SA in a particular course may be required for advancement. A grade of SN will give the student appropriate earned credit, but will not allow the student to advance in that program.

An NR is assigned systematically when the instructor does not assign a letter grade.

Faculty Policy on Assigning Grades of Incomplete (excludes Distance Education courses)

Effective Fall 2007, student (or appropriate representative) must contact the instructor in writing prior to the submission of final course grades to request a grade of Incomplete due to documented reason (illness/death in family/etc.).

If a student does not request an IN, the instructor should grade the student based upon the percentage of course work completed to date and using a 0 for any exams/ assignments not completed.

To be eligible for a grade of IN, the student must have completed (and have passed) more than half of all class assignments for the semester or summer term.

The instructor must fill out the Incomplete Grade - Memorandum of Understanding form, indicating:

• reason for the IN,
• percent of course work currently completed at the time of submission and the grade average on that work,
• detailed information about the additional work needed to complete the course,
• timeline to complete the work (6 months maximum; preferably sooner), and
• grade the student should be assigned if the additional work is NOT completed by the deadline set for the completion of the work; the missing work is calculated as a 0.

Grades of Incomplete automatically become the grade identified by the instructor, if not cleared within 6 months.

If the instructor assigning a grade of IN leaves Auburn University, the Department Head should make a reasonable attempt to contact the former instructor and then assign a grade based upon the work presented by the student and the information provided on the Incomplete Grade - Memorandum of Understanding form.

Once an IN has been changed to another grade it may not be changed, in the future, to a different grade without approval of the provost.

Documentation of class work must be maintained by the student; the Incomplete Grade-Memorandum of Understanding form must be maintained by the student, faculty and the Office of the Registrar. For instructors who submit the IN Grade forms to the Office of the Registrar prior to course grades being rolled to academic history, the IN will be reflected on the electronic grade roster; faculty will be unable to change that grade on the electronic grade roster.
Instructors should NOT enter a grade on the electronic course roster for those students who are to be assigned the IN grade but leave the grade blank. The system will automatically convert blanks to NR. Once the IN Grade form is received by the Office of the Registrar, that office will convert the NR to the IN grade.

It is the responsibility of the instructor to send a copy of the Incomplete Grade - Memorandum of Understanding form to the Office of the Registrar.

When the student has completed the outstanding work, it is the responsibility of the instructor to initiate the change of grade form and send it to the appropriate department/dean’s office for additional signatures and transmittal to the Office of the Registrar.

These policies apply to all students in undergraduate and graduate courses.

**Faculty Policy on Grade Changes (includes NR; Excludes IN)**
Grades should be accurate when posted.

- Any change of letter grades (A, B, C, D, F, S, U, FA, and NR) should be made only in extraordinary situations.
- Any grade changes must be completed within 6 months of completion of the course.
- Any grade changes outside of this timeframe must also be approved by the provost.
- A final grade may be changed only by the written request of the instructor, with approval of the department head and dean, submitted to the registrar.
- A grade of F and additional penalties may be assigned for academic dishonesty. See the Student Academic Honesty Code section in the Policy eHandbook for further information.

**Grade Assignment For Class Withdrawals**
A student who withdraws from a course prior to the 15th class day during a semester (or the fifth class day of summer term) will have no grade assignment; however, from the 15th class day during a semester (or the fifth class day of summer term) through mid-semester (mid-term) a W (Withdrawn Passing) grade will be recorded for the course. A course may be dropped with a W after mid-semester only under unusual conditions and only with permission from the student’s dean. When approval for dropping the course under such circumstances is granted, a W may be assigned only when the instructor indicates that the student is clearly passing the course. Otherwise, a grade of WF (Withdrawn Failing) is assigned. All failing grades are calculated into GPA as grades of F.

**Grade Average and Quality Point Computation**
A 4.0 grade scale is used. An A equals 4.0; B, 3.0; C, 2.0; D, 1.0; and F equals 0.0. Only course work attempted at Auburn University is used in determining the grade report average and continuation-in-residence requirements. S and U grades do not enter into grade-point computations.

**S-U Grading**
Grades of S (Satisfactory) and U (Unsatisfactory) may be assigned only to courses approved to be graded S-U, and courses elected under the S-U option.

A junior or senior with a minimum overall grade average of 2.5 on at least 20 hours of credit earned at Auburn may elect any course to be graded on the S-U option, except for courses required in the Core Curriculum or for required courses as defined by the student’s curriculum. A total of 12 credits may be earned at the rate of one course per term. Students will receive credit toward a degree for these courses, provided credit is normally accepted in their curricula for these courses.

An unclassified student may schedule one or more courses on the S-U option with the approval of the dean. Courses completed on the S-U choice by unclassified students may not be applied later to degree requirements should the student become a degree candidate.

A graduate student may enroll in undergraduate courses, except for 6000-level courses taken for graduate credit, under the S-U option on the major professor’s recommendation.

Students are not permitted to change from S-U grading to conventional grading or vice versa after the fifteenth class day of the fall and spring terms or the fifth class day of any summer term.

**Grade Reports**
Grade information may be obtained via tigeri at the Auburn University homepage, www.auburn.edu.
Undergraduate Continuation in Residence Requirements

Auburn University may place an undergraduate student on academic warning or suspension at any time if the student flagrantly neglects academic work or fails to make satisfactory progress toward graduation.

An academically suspended student who has incomplete or other deferred grades which could, when cleared, remove the suspension will be permitted to register conditionally for the next semester. The suspension must be removed within three weeks of the beginning of the semester (one week for summer sessions); otherwise the Office of the Registrar will resign the student.

No credit earned at another institution by a student on academic suspension from Auburn will be used in clearing a suspension or in meeting requirements for an Auburn University degree.

A student who resigns after mid-term may be subject to academic suspension. (See Resignation for further information.)

Academic Warning

Academic Warning status is imposed at the end of any term for which the student's cumulative GPA on Auburn course work is below 2.0.

Academic Suspension

Any student who is on Academic Warning status will be placed on Academic Suspension if both of the following conditions apply: (1) the term GPA is below 2.2 and (2) the cumulative GPA on Auburn course work is below that required for the designated number of hours earned as follows:

<table>
<thead>
<tr>
<th>Hours Earned</th>
<th>Required Minimum Auburn Cumulative GPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>0-30.999</td>
<td>1.50</td>
</tr>
<tr>
<td>31-60.999</td>
<td>1.80</td>
</tr>
<tr>
<td>61-90.999</td>
<td>1.90</td>
</tr>
<tr>
<td>91 or more</td>
<td>1.97</td>
</tr>
</tbody>
</table>

All students, whether beginning freshmen or transfers, are not subject to suspension until they have received one semester warning.

Terms of Suspension

A student who incurs a First Academic Suspension may not enroll in the university for a minimum of one semester. Summer term does not count as a semester for terms of suspension. A student may not take coursework at Auburn University or at another institution of higher education during the period of suspension and apply the credit to an Auburn University degree. A student returning from academic suspension will be on Academic Warning status. A student who incurs a Second Academic Suspension may not enroll in the university for a minimum of two semesters. A student who has incurred two academic suspensions will be placed on Last Warning. A student on Last Warning who does not achieve at least a 2.2 in the current academic term or reach the overall GPA target listed above will be dismissed from the University. A student on suspension may not take coursework at Auburn University or any other institution of higher education, either during summer term or during the other semesters of suspension, and apply the credit to an Auburn University degree. Under some extraordinary circumstances, a student who has been dismissed from Auburn University may be readmitted at a future date. In these cases, no coursework taken elsewhere during the period of dismissal can be applied toward an Auburn University degree.

Suspension for Resigning Students

The academic dean will review all grades for the semester in which a student who is on Academic Warning resigns after mid-semester (or term). If the student's GPA in that term's course work results in the student's cumulative GPA being below the minimum cumulative GPA required, the student will incur Academic Suspension.

James Harrison School of Pharmacy

A student enrolled in the James Harrison School of Pharmacy who is placed on academic suspension and who wishes to re-enter the school must, in addition to complying with other university readmission requirements, be approved for readmission by the Pharmacy Admissions Committee and, when applicable, by the university’s Admissions Committee.

College of Veterinary Medicine

Any student who earns less than a 2.25 GPA for any term will be placed on academic probation. A student who fails to earn a 2.25 GPA for any two terms in the same academic or calendar year may be dropped from the College of Veterinary Medicine for scholastic deficiency. In addition, a student who does not have an overall average of 2.25 for an academic year or who does not have a veterinary
overall average of 2.25 for an academic year or who does not have a veterinary school cumulative average of 2.25 at the end of any academic year may be required to withdraw from the College of Veterinary Medicine.

A student who makes a grade of F in any course may be dropped from the College of Veterinary Medicine until such time as the course is offered again. Such students may be required to repeat certain other courses in the curriculum for the term in which a grade of F was earned.

Students who are dropped under the above provisions are eligible for admission to other curricula provided they meet the general scholastic requirements for continuance in the university. Scholastic penalties incurred during enrollment in the College of Veterinary Medicine will become part of the student’s record.