

## Grading System

At the beginning of the course, the instructor informs students of the criteria used to determine the final grade. The following grading system is to be used to convert numerical grades to letter grades for the TC3 transcript. The breakdown of how grades are calculated (IE, number of points or percent for various assessments) must be in the course outline and approved by the Liaison.

Concurrent enrollment students need to understand the implications of starting a **college transcript**:

- Their grades in concurrent enrollment courses become part of a permanent college transcript.
- Poor grades in concurrent enrollment courses could have an impact on college academic standing and eligibility for financial aid *after* high school.
- Students should be made aware of any differences in the way that final grades will be calculated for their college transcript grade and their high school credit grade.
- Students should understand the meaning of dropping or withdrawing from a course and should be aware of the calendar deadlines for each.

Grades posted electronically are immediately available to students through their myTC3 accounts.

Instructors should use the following grading scale for converting between numerical and letter grades, unless your liaison has provided you with a different scale.

	<u>Grade</u>	<u>Range</u>	<u>GPA</u>
High Achievement	A	93 – 100	4.0
	A-	90 – 92	3.7
Good Achievement	B+	87 – 89	3.3
	B	83 – 86	3.0
	B-	80 – 82	2.7
	C+	77 – 79	2.3
Satisfactory Achievement	C	73 – 76	2.0
Below Satisfactory Achievement	C-	70 – 72	1.7
	D+	67 – 69	1.3
	D	63 – 66	1.0
	D-	60 – 62	0.7
No Credit	F or WF	59 and below	0.0
<b>Other Grade Notations</b>			
Withdrawal	W		---
Withdrawal Passing	WP		---
Withdrawal Failing	WF		0.0
Incomplete	I		---
Audit	X		---

**W - Withdrawal:** Given to students who officially withdraw before 60% of the total course time is elapsed.

**WP/WF - Withdrawal Passing/Withdrawal Failing:** WP is given for any course dropped beyond the 60% time period if the student is passing the course at the time of withdrawal. Otherwise, the student will receive a WF, which factors into the GPA.

**I - Incomplete:** May be issued upon the student's request at the discretion of the instructor in situations where a student has not completed the course requirements for medical or personal reasons documented to the instructor's satisfaction. If the student fails to complete the requirements before the end of the fourth week of the semester following the semester in which the Incomplete was assigned, the grade will be changed automatically to an F.

**X - Audit:** Students must declare their preference for audit at the time of registration. Auditing students do not earn college credit. The course(s) cannot be converted to a credit or letter grade at a later date, etc.

Note: The most recent grade earned in a repeated course will be included in the final GPA.

**All grades earned will be included on the student's TC3 transcript.**