

# Credits and Grades

## Definition of Credit Hour

As of July 1, 2011, federal law (Title 34, Code of Federal Regulations, sections 600.2 and 600.4) requires all accredited institutions to comply with the federal definition of the credit hour. Accordingly, for all Johnson & Wales University degree programs and courses bearing academic credit, the “credit hour” is defined as “the amount of work represented in intended learning outcomes and verified by evidence of student achievement that is an institutionally established equivalency that reasonably approximates not less than:

1. one hour of classroom or direct faculty instruction and a minimum of two hours of out-of-class student work each week for approximately 15 weeks for one semester or the equivalent amount of work over a different amount of time; or
2. at least an equivalent amount of work as required in paragraph (1) of this definition for other academic activities as established by the institution, including laboratory work, internships, practice, studio work, and other academic work leading to the award of credit hours.”

A credit hour is assumed to be a 50-minute period. In courses in which “seat time” does not apply, a credit hour may be measured by an equivalent amount of work, as demonstrated by student achievement.

Please see the appropriate section to review the respective grading system.

## Undergraduate

### Undergraduate Grading System

The grading system is as follows:

Grade Range	Letter Grade	Quality Points
95–100	A+	4.00
90–94	A	4.00
85–89	B+	3.50
80–84	B	3.00
75–79	C+	2.50
70–74	C	2.00
65–69	D+	1.50
60–64	D	1.00
0–59	F	0.00
Audit	AU	
Challenge Exam Credit	CX	
Grade Pending	GP	
Incomplete	I	
No Credit	NC	
No Grade	NG	
Pass	P	
Prior Learning Assessment	PL	
Satisfactory	S	
Unsatisfactory	U	
Withdrawal	W	

Note: Not all grades are used by all colleges.

### Honors Option (H)

If a course was taken as an Honors Program requirement, the grade received will be followed by H (e.g., AH, BH).

### Failure (F) #

A grade of F is issued if a student fails to achieve adequate scholastic progress. The grade is recorded permanently on the student’s academic record. Upon successful completion of the course at a later date, the semester and cumulative grade point averages are adjusted to reflect only the passing grade. However, both grades will appear on the academic transcript.

### Audit (AU)

A grade of AU is issued when no academic credit is granted. This grade does not count in attempted and earned hours and is not calculated into the semester and cumulative grade point averages.

### Challenge Exam (CX)

A grade of CX is granted for specifically designated courses upon successful completion of department challenge exams. This grade is not calculated into the semester and cumulative grade point averages.

### Grade Pending (GP) #

This is a temporary mark given when the completion of course requirements is still underway. A GP is not calculated into the semester and cumulative grade point averages and is generally used under extreme, extenuating circumstances. Students who do not satisfy the instructor’s requirements for the completion of outstanding work will not have a grade change submitted and the grade will automatically be updated to an F.

### Incomplete (I) #

A grade of I is issued to students if they are unable to complete course requirements because of authorized absences. Outstanding work must be completed within five weeks of the final exam class day or the grade will automatically become an F and be included in the semester and cumulative grade point averages. For classes graded S/U (Satisfactory/Unsatisfactory), an Incomplete (I) will change to a U.

### No Credit (NC) #

This is a non-punitive designation issued to a student who has been authorized to withdraw from class, or the university, due to extenuating circumstances. This grade is not calculated into the semester and cumulative grade point averages.

### No Grade (NG) #

A grade of NG is issued temporarily when there is no grade provided by the faculty member. This grade is not factored into the student’s GPA. Once a grade is submitted, the cumulative average and transcript will reflect only the new grade. If a grade is not submitted to replace the NG within one year, it will automatically become an F and the grade will be included in the semester and cumulative grade point averages.

### Pass (P)

In courses taken on a pass/fail basis, a pass letter grade is issued when a student has achieved the equivalent to a 60% or higher (standard letter grade of D). This grade is not calculated into the semester and cumulative grade point average.

### Prior Learning (PL)

Students may earn credit for the knowledge or skills they have mastered outside the classroom through volunteer work, employment, travel, professional training and seminars, or other comparable sources. This grade is not calculated into the semester and cumulative grade point averages.

### Satisfactory (S)

A grade of S is used for designated courses throughout the university. This grade is not calculated into the semester and cumulative grade point averages.

### Unsatisfactory (U) #

A grade of U is used for designated courses throughout the university. These grades are not calculated into the semester and cumulative grade point averages.

### Withdrawal (W) #

To record attempted credits, a grade of W is recorded when a student withdraws from a registered course after its add/drop period has ended or is withdrawn from a culinary/baking & pastry laboratory course or a course with an experiential education component due to excessive absences. This grade is not calculated into the semester and cumulative grade point averages.

# These grades will be counted as attempted but not earned credits for the purposes of determining satisfactory academic progress.

## Graduate

### Graduate Grading System

The grading system is as follows:

Grade Range	Letter Grade	Quality Points
97-100	A+	4.00
93-96	A	4.00
90-92	A-	3.70
87-89	B+	3.30
83-86	B	3.00
80-82	B-	2.70
77-79	C+	2.30
73-76	C	2.00
70-72	C-	1.70
0-69	F	0.00
Audit	AU	
Grade Pending	GP	
Incomplete	I	
No Credit	NC	
No Grade	NG	
Satisfactory	S	
Unsatisfactory	U	
Withdrawal	W	

Note: Not all grades are used by all colleges.

Any courses taken at the undergraduate level to satisfy foundation requirements follow the undergraduate grading system and will not be counted in the graduate-level grade point average (GPA).

### Failure (F) #

A grade of F is issued if a student fails to achieve adequate scholastic progress. The grade is recorded permanently on the student's academic record. Upon successful completion of the course at a later date, the semester and cumulative grade point averages are adjusted to reflect only the passing grade. However, both grades will appear on the academic transcript.

### Audit (AU)

A grade of AU is issued when no academic credit is granted. This grade does not count in attempted and earned hours and is not calculated into the semester and cumulative grade point averages.

### Grade Pending (GP) #

This is a temporary mark given when the completion of course requirements is still underway. A GP is not calculated into the semester and cumulative grade point averages and is generally used under extreme, extenuating circumstances. Students who do not satisfy the instructor's requirements for the completion of outstanding work will not have a grade change submitted and the grade will automatically be updated to an F.

### Incomplete (I) #

A grade of I is issued to students if they are unable to complete course requirements because of authorized absences. Outstanding work must be completed within five weeks of the final exam class day or the grade will automatically become an F and will be included in the semester and cumulative grade point averages. For classes graded S/U (Satisfactory/Unsatisfactory), an I will change to a U.

### No Credit (NC) #

This is a non-punitive designation issued to a student who has been authorized to withdraw from class, or the university, due to extenuating circumstances. This grade is not calculated into the semester and cumulative grade point averages.

### No Grade (NG) #

A grade of NG is issued temporarily when there is no grade provided by the faculty member. This grade is not factored into the student's GPA. Once a grade is submitted, the cumulative average and transcript will reflect only the new grade. If a grade is not submitted to replace the NG within one year, it will automatically become an F and the grade will be included in the semester and cumulative grade point average.

### Satisfactory (S)

A grade of S is used for designated courses throughout the university. These grades are not calculated into the semester and cumulative grade point averages.

### Unsatisfactory (U) #

A grade of U is used for designated courses throughout the university. These grades are not calculated into the semester and cumulative grade point averages.

### Withdrawal (W) #

To record attempted credits, a grade of W is recorded when a student withdraws from a registered course after its add/drop period has ended or is withdrawn from a culinary/baking & pastry laboratory course or a course with an experiential education component due to excessive absences. This grade is not calculated into the semester and cumulative grade point averages.

# These grades will be counted as attempted but not earned credits for the purposes of determining satisfactory academic progress.