

04.01.13 Grading System and Quality Points

Original Approval: **DATE**

Last Updated: **DATE**

Last Reviewed: **DATE**

Policy / Purpose:

It is the policy of Wallace Community College – Selma (WCCS) to ensure compliance with federal and state regulations as well as Alabama Community College System (ACCS) policies related to Instructional Programs and regarding the level of credit awarded for courses taught at all colleges within the ACCS, regardless of the format or mode of delivery. The ACCS requires all institutions in the System to operate on a semester system.

It is the policy of WCCS to utilize a standard schedule of letter grades, definitions, and grade point equivalents as its official marking system. To evaluate the scholastic standing of students, quality points are assigned.

NOTE: This policy is subject to change at any time without notification. ACCS policies related to Academic Instruction supersede this policy.

The following ACCS policies are referenced in this policy:

[Board Policy 716.01](#)

[Chancellor's Procedures 716.01](#)

[Board Policy 705.01](#)

[ACCS Chancellor's Procedures 705.01](#)

Scope:

This policy applies to all WCCS students and employees during any activity involving the College, including the workday. In addition, visitors, vendors, contractors, and all other non-employees are expected to recognize and comply with College policies.

Definitions:

Distance Education: Distance education at WCCS is defined as a formal educational process in which the majority of the instruction (interaction between students and instructors and among students) in a course occurs when students and instructors are not in the same physical location. Instruction may be synchronous or asynchronous. A distance education course at WCCS is any course in which students may complete fifty percent (50%) or more of the requirements through the College's learning management system. Distance education courses at WCCS may be classified as Online, Hybrid Online, or HyFlex. Traditional courses are not classified as distance education courses.

Final Exam: An examination or alternative assessment administered at the end of an academic term.

Grade Point Average (GPA): The grade point average based on all hours attempted during any one semester at the institution based on a 4-point scale.

Hybrid Classroom: Courses require a combination of online and in-person activities, with 50% or less of the course content requiring online interaction. Some elements will have specified days,

times, and locations when attendance is expected. Identity verification will be required using the college's approved verification process.

Hybrid Online: Courses require a combination of online and in-person activities, with more than 50% of the course content requiring online interaction. Some elements will have specified days, times, and locations when attendance is expected. Identity verification will be required using the college's approved verification process.

HyFlex: HyFlex courses feature highly flexible course delivery models that offer students multiple options for receiving instruction and participating in course activities. These may include a mix of face-to-face, online, virtual, and/or videoconference. Available options may vary by course and by instructor and are subject to local college policy. Students should inquire about expectations for participation/attendance before registering for a HyFlex course. Identity verification for students participating online may be required using the college's approved verification process.

Online: Online courses are delivered asynchronously. There are no required face-to-face sessions within the course and no requirements for on-campus activity. Faculty interact with students through assignments, discussion posts, email, office hours and other electronic/virtual means. Identity verification will be required using the college's approved verification process.

Quality Points: Determined by multiplying letter grade credit point value by the credit hours of a course.

Semester Hours: Semester hours of credit are based on the average number of hours of instruction weekly during a 15-week period, with an hour of instruction defined as not less than 50 minutes of instructor/student contact.

Semester System: A semester system is defined as a fall semester, spring semester, and a summer term.

Traditional: These courses are face-to-face on campus and web-enhanced with technology-based course resources that complement in-person class sessions without reducing the number of required class meetings.

Withdrawal: The grade (W) earned when a student officially withdraws from a course or from the institution within the time designated by the institution.

Details:

1. Letter grades are assigned for all courses, with the exception of nursing courses, select allied health, and aviation for which students have registered as follows:

Letter Grade	Definition	Point Per Credit Hour
A	Excellent 90-100	4.00
B	Good 80-89	3.00
C	Average 70-79	2.00
D	Poor 60-69	1.00
F	Failure below 60	0.00

2. Nursing and select Allied Health course grades are assigned as follows (see course syllabi):

Letter Grade	Definition	Point Per Credit Hour
A	Excellent 90-100	4.00
B	Good 80-89	3.00
C	Average 75-79	2.00
D	Poor 60-74	1.00
F	Failure below 60	0.00

3. Aviation grades are assigned as follows:

Letter Grade	Definition	Point Per Credit Hour
A	Excellent 90-100	4.00
B	Good 80-89	3.00
C	Average 70-79	2.00
F	Failure 69 and below	0.00

4. Other grades may be assigned as follows:

W Withdrawal

I Incomplete

P Non-Credit

AU Audit

- Grades of A, B, and C are considered satisfactory. Students should be aware that many colleges and universities will not accept grades of "D" for transfer, and these courses may be repeated before attempting transfer. Some programs require a grade C or higher to transfer.
- A grade of "W" will be assigned to students who officially withdraw from the College or a particular course according to College policy. A grade of incomplete "I" will be assigned, at the discretion of the instructor, when all required work for a course is not completed by the end of the semester in which the course is taken. The instructor will develop an Incomplete Grade Contract that outlines all remaining course requirements to be completed. The student and instructor will sign the contract, which is submitted to the dean of Instruction.
- A grade of "I" must be cleared by the first day of final exams of the following semester. If the grade of "I" is not cleared, a grade of "F" will be assigned. It is the student's responsibility to follow up with the College to ensure the grade of "I" has been appropriately changed.
- Students may access their grade report and a variety of other student information at their OneACCS Portal. Official transcripts must be requested through the Credentials Transfer Ordering Services at <https://www.wccs.edu/admissions/transcript-request>.
- No credit will be awarded for courses in which the student is not registered and for which all tuition and fees are not paid. All discrepancies in student schedules and registration must be resolved during the term in which they occur or before the first day of class for the next term.
- A student's scholastic standing or grade point average (GPA) is obtained by dividing the total number of quality points by the total number of semester hours for which the grades of A, B, C, D, or F are assigned. Any course for which the student has previously registered

may be repeated. When a course is repeated, only the last grade awarded is included in calculating the GPA for graduation. Refer to the Course Forgiveness Policy.

NOTE: All nursing and aviation courses along with selected allied health courses must be passed with a “C” or higher. See course syllabi for specific grade requirements.

Procedure(s):

There are no procedures related to this policy.

Additional Provisions / Information:

Refer to Financial Aid Policy if receiving any type of financial aid regarding repetition of courses.