

Grading System

For all courses for which students have registered, letter grades are assigned as follows:

| | |
|-----------|---------------------------|
| A | Excellent (90-100) |
| B | Good (80-89) |
| C | Average (70-79) |
| D | Poor (60-69) |
| F | Failure (Below 60) |
| W | Withdrawal |
| I | Incomplete |
| AU | Audit |

Certain departments may have higher grade requirements. The grading scale for courses taught in the Division of Nursing and Allied Health differs from the scale above.

The assignment of a “W” is applied when a student officially withdraws from a course or from the institution within a time period designated by the institution. Credit hours will not be averaged into the grade point average.

The assignment of an “I” is applied when a student’s work is incomplete due to circumstances beyond the student’s control, but is otherwise of passing quality. The deficiency must be made up no later than the end of the following semester or the grade of “I” automatically becomes “F.”

“AU” indicates an Audit of a course taken for no credit. Credit hours will not be averaged into the grade point average. An Audit must be declared by the end of the registration period and may not be changed thereafter.

The transfer of an awarded grade of “D” will be in accordance with the policy of the receiving institution.

Quality Points

To obtain a numerical measure of the quality of a student’s work, quality points are assigned to grades as follows:

| | |
|----------|---|
| A | 4 quality points per semester hour |
| B | 3 quality points per semester hour |
| C | 2 quality points per semester hour |
| D | 1 quality point per semester hour |
| F | 0 quality points per semester hour |

Grade Point Average (GPA) Hours

GPA hours are defined as semester hours for any course completed excluding those with a grade of “AU” or “W.”

Calculation of Grade Point Average

The quality point average of the student is determined by multiplying the number of quality points for each grade received by the number of semester hours for that course. The total number of quality points is divided by the total grade point average (GPA) hours, excluding courses with “W” grades. Even though a course may be counted only once toward fulfillment of credit for graduation, all courses completed are reflected in the cumulative GPA. The only exceptions are in the case (s) of academic bankruptcy or courses with “W” grades.

To qualify for graduation, a student must earn a 2.0 cumulative grade point average in all courses attempted at the College.

Academic Standards of Progress

In order to remain in “Good Standing,” students must meet the required grade point average (GPA) levels for students according to the number of hours attempted at Central Alabama Community College.

- I.** Students who have attempted 12-21 semester credit hours at the College must maintain a 1.5 cumulative grade point average.
- II.** Students who have attempted 22-32 semester credit hours at the College must maintain a 1.75 cumulative grade point average.
- III.** Students who have attempted 33 or more semester credit hours at the College must maintain a 2.0 cumulative grade point average.

Application of Academic Standards of Progress

- I.** When the cumulative GPA is at or above the GPA required for the total number of credit hours attempted at the College, the student’s status is “Clear.”
- II.** When a student’s cumulative GPA is below the GPA required for the number of credit hours attempted at the College, the student is placed on Academic Probation.
- III.** When the cumulative GPA of a student who is on Academic Probation remains below the GPA required for the total number of credit hours attempted at the College, but the semester GPA is 2.0 or above, the student remains on Academic Probation.
- IV.** When the cumulative GPA is at or above the GPA required for the total number of credit hours attempted at the College, the student’s status is “Clear.”
- V.** The student who is suspended for one semester may appeal. If, after appeal, the student is readmitted without serving the one semester suspension, the transcript will read SUSPENDED-ONE SEMESTER/READMITTED UPON APPEAL.
- VI.** The student who is readmitted upon appeal re-enters the institution on Academic Probation.

- VII.** A student who is on Academic Probation after being suspended for one semester (whether the student has served the suspension or has been readmitted upon appeal) without having since achieved Clear academic status and whose Cumulative GPA falls below the level required for the total number of hours attempted at the institution but whose semester GPA is 2.0 or above will remain on Academic Probation until the student achieves the required GPA for the total number of hours attempted.
- VIII.** A student returning from a one term or one-year suspension and, while on academic probation, fails to obtain the required GPA for the number of hours attempted and fails to maintain a term GPA of 2.0, will be placed on a one-year suspension. The student may appeal a one term or one-year suspension.

The permanent student record will reflect the student's status (except when the status is clear). When appropriate, the record will reflect **ACADEMIC PROBATION, ACADEMIC SUSPENSION-ONE TERM, ACADEMIC SUSPENSION-ONE YEAR, ACADEMIC PROBATION-ONE YEAR, ONE TERM SUSPENSION-READMITTED ON APPEAL, OR ONE YEAR SUSPENSION-READMITTED ON APPEAL.**

The following exceptions may apply:

- Programs within the institution which are subject to external licensure, certification, and/or accreditation or which are fewer than four semesters in length may have higher standards of progress than the institutional standards of progress.
- Transfer students must adhere to the same Academic Standards of Progress standards as a native student. Note: A transfer student who is admitted on Academic Probation retains that status until the student has attempted at least 12 semester credit hours at the institution.
- Students eligible for federal financial aid must adhere to the federal financial aid minimum Satisfactory Academic Progress standards in order to receive aid.
- To be eligible for Veterans Administration benefits, students must meet the Academic Standards of Progress requirements applicable to all students at the college. Some benefits may also require students meet the financial aid Satisfactory Academic Progress standards.

Note: The College reserves the right to cancel the registration of any student who fails to meet the required academic standard upon posting of semester/term grades.