

## THE SCHOOL OF ART

**Grades** At the end of every semester each student receives a grade for his/her semester's work in each subject. The grades, expressing the faculty's evaluation of students' work in School of Art courses are: A (4.0), A- (3.7), B+ (3.3), B (3.0), B- (2.7), C+ (2.3), C (2.0), C- (1.7), D+ (1.3), D (1.0), D- (.7), F (0). The numbers in parentheses give the assigned numerical equivalent of the letter grade for each course. These are used in computing semester index and cumulative index ratings by multiplying the numerical equivalent of the grade for each course by the credits assigned to that subject. The sum of such multiplications for all the subjects carried by a student is divided by the total credits carried by him/her for that period to determine the index or grade point average.

The meanings for letter grades are as follows:

**A** Outstanding performance

**B** Above average performance

**C** Requirements completed; average performance

**D** Passing, but unsatisfactory

**F** Failure to meet the minimum requirements of a subject

**I** The designation **I** indicates that the work of the course has not been completed and that assignment of a grade and credit has been postponed. An **I** will be given only in cases of illness (confirmed by a physician's letter) or documentation of other extraordinary circumstances beyond the student's control.

**The designation I will be granted only with the approval of the Dean of the School of Art.**

The deadline for removal of an **I** designation will be determined by the instructor and recorded at the time the designation is given, but will **not** be later **than two weeks after the start of the next semester.** If the **I** is not removed within the set time limit, either by completing the work in the subject or by passing a re-examination, **the I will automatically become an F unless the Dean of the School of Art extends the time or the student withdraws from school before the deadline date.**

**W** Indicates that the student has received permission from the dean of the School of Art and the instructor to withdraw from a course while passing the course requirements at the time of withdrawal. This permission must be obtained no later than the end of the sixth week of the semester. The grade is not included in the calculation of the student's semester rating.

**WU** Indicates that the student has dropped a course without permission of the dean of the School of Art and the instructor after the end of the eighth week of the semester. This grade is not included in the calculation of the student's semester rating.

When appropriate, certain courses may be designated as Pass/Fail courses.

**Pass** Requirements completed. This designation is not included in the calculation of the student's semester rating.

**Fail** Failure to meet the minimum requirements of a course. This grade is included in the calculation of the student's semester rating; its numerical equivalent is 0.

A change in an official grade of record, other than the **I** designation, cannot be made by the dean of Admissions and Records without the express written consent of the instructor and the dean of the School of Art. Grade changes will not be accepted after one year has elapsed from the completion of the course.