



**RUTGERS POLICY**

**Section:** 10.2.2

**Section Title:** Student Academic Regulations & Policies

**Policy Name:** Grades and Symbols

**Formerly Book:** 2.4.2

**Approval Authority:** Board of Governors

**Responsible Executive:** Executive Vice President for Academic Affairs

**Responsible Office:** Office of Academic Affairs

**Originally Issued:** 1959

**Revisions:** 9/90

**Policy:**

Grades and Symbols.

- A. The basic grading system of Rutgers, The State University of New Jersey, shall be the following:

<u>Letter grade to be awarded</u>	<u>Arithmetic Equivalent</u>	<u>Verbal Definition</u>
A	4	<u>Outstanding.</u>
B+	3.5	
B	3	<u>Good.</u>
C+	2.5	
C	2	<u>Satisfactory.</u>
D	1	<u>Poor.</u>
F	0	<u>Failing</u>

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All regulations and procedures are subject to amendment.

Examination not taken. To be reported if the student is absent from the final examination and if, in the opinion of the instructor, the student might have passed the course had the examination been taken.

PASS or NO CREDIT. A grade of PASS or NO CREDIT will be assigned to any student who has registered for his or her course on that basis, when such registration is in accord with the regulations of the legislative body governing the student and the legislative body governing the course. PASS in the PASS or NO CREDIT designation is equivalent to an A, B+, B, C+, OR C. NO CREDIT in the PASS or NO CREDIT designation is equivalent to a D or F.

- B. Any degree-granting division of the University proposing a grading system which differs from the basic system has the responsibility to:
- (1) Provide a verbal definition of the grade terms proposed;
  - (2) Provide the specific reciprocal relationship between its proposed grades and the basic system;
  - (3) Provide justification for differences from the basic system.

The proposing division will submit for approval by the Board of Governors, upon recommendation of the University Senate, the proposed grading system, the specific reciprocal relationship and the justification called for in items (1), (2), and (3) above. Revised grading systems will be implemented only when the University Registrar can assure coordinated programming procedures for all registration involved.

Subject to the approval by the Board of Governors, upon recommendation of the University Senate, each division must interpret in advance for its students the grading system of any other division whose grades differ from its own provided the interpretation applies to all courses within that differing system.

- C. In certain situations as defined in these Regulations, the instructor may assign a grade subject to possible modification. The symbols to be used in such cases are T and R, preceding the assigned grades, in the following combinations:

T/(regular grade): Term work incomplete: To be used at the discretion of the instructor when the student has failed to complete a portion of the required work of the course.

T/X: Term work incomplete and examination not taken: To be used when both the T and X are applicable.

R/(regular grade): Re-examination: To be used at the discretion of the instructor when the result of the examination appears markedly inconsistent with the student's previous record.

If incomplete work is not finished, or re-examination not taken within a period designated by the faculty concerned, the assigned regular grade becomes final.

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- D. When a student has withdrawn (in accordance with the regulations of the legislative body concerned) the following symbols may be used for each course involved:

W--Withdrawn without evaluation. May be used when a student has withdrawn from college or when a student has dropped an individual course.

WP--Withdrawn passing.

WF--Withdrawn failing.

In no case shall the assignment of W, WP OR WF be allowed when the withdrawal from college is dated during the last two full weeks of instruction in any term. A W may be assigned for a course dropped after the completion of eight weeks of any regular term only when authorized by the appropriate authority designated by each legislative body.

- E. Other special symbols that may be required for reporting and recording situations not covered by these Regulations shall be designated by the Registrar with the approval of the legislative body concerned.

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