

TECHNICAL COLLEGE OF THE LOWCOUNTRY

STATEMENT OF POLICY

POLICY NUMBER: 3-1-314 REF. STATE BOARD POLICY: 3-2-105

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POLICY TITLE: GRADING SYSTEM

LEGAL AUTHORITY: SOUTH CAROLINA CODE OF LAWS (ACT 654)

DIVISION OF RESPONSIBILITY: ACADEMIC AFFAIRS

March 8, 2005
Date Approved by Commission

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REVISION NUMBER

Charles Cotton *3-8-2005*
CHAIRMAN DATE

Gene Miller *3-8-2005*
PRESIDENT DATE

The Technical College of the Lowcountry shall use a grading and grade point system in which the calculation of the student's grade point average (GPA) is based on a 0 to 4-point numerical value scale. The only grades and numerical values in the calculation of the GPA are:

A	EXCELLENT	4 Grade points for each credit earned
B	ABOVE AVERAGE	3 Grade points for each credit earned
C	AVERAGE	2 Grade points for each credit earned
D	BELOW AVERAGE	1 Grade point for each credit earned
F	FAILURE	0 Grade points for each credit attempted
WF	WITHDRAWN/FAILURE	0 Grade points for each credit attempted

Other grade and course symbols authorized for use are:

I	INCOMPLETE	No credits or grade points. Defaults to F after one semester.
W	WITHDRAWL	No credits or grade points. The grade "W" represents official withdrawal from a course.
WP	WITHDRAWL/PASSING	No credits or grade points. The grade "WP" represents official withdrawal from a course with satisfactory progress after the end of the drop/add period.
CF	CARRY FORWARD	No credits or grade points.

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E	EXEMPT	Earns credits. No grade points. Awarded for course exemption based on testing, equivalent work, or educational experience.
TR	TRANSFER	Earns credits. No grade points. Allowable equivalent credits earned at other approved post-secondary institutions supported by official transcripts and evaluated for equivalency.
AU	AUDIT	No credits or grade points.
NC	NO CREDIT	No credits or grade points.
NR	NO REPORT	Issued only when instructor does not submit grade reports. A "NR" grade must be replaced by a final grade as soon as received from instructor.
S	SATISFACTORY	Earned credits or CEUs. No grade points.
SC	SATISFACTORY CREDIT	Represents satisfactory work and applies to specialized courses and seminars and does cause credit hours or CEU's to be earned.
U	UNSATISFACTORY	No credits, CEUs, or grade points.

Credits earned in Developmental Studies or other courses numbered less than 100 shall not be creditable towards a certificate, diploma, or degree and shall not generate grade points for use in GPA calculation. Courses numbered as (100) shall not be creditable towards any degree program but credits shall be earned and grade points shall be earned in the overall GPA average.

The most recent grade earned in a course is to be computed in a student's grade point average. However, the student's complete academic record shall be reflected on the transcript.

Students may appeal a grade by acting in accordance with the College's grade appeal procedure.