

FURTHER CLARIFICATION ON D/F/WU/INC GRADES

D: The D grade assigned when students have attended regularly and completed the course, and their work has met the minimum standards set out in your syllabus and/or the performance standards expected for your course. Students who have met the minimum standards and have been in regular attendance must be given this grade, and not an F or WU.

F: The F grade is assigned when students have attended regularly and completed the course, but their work has not achieved the learning goals/outcomes set out in your syllabus and/or the performance standards expected for your course. **The F grade is an earned grade based on poor performance during your course, and students who have not been academically successful in your course must be given this grade, and not a WU or a D.**

WU: The WU grade is assigned when students stop attending or participating in your class, but they haven't officially dropped the class. This grade applies regardless of the mode of instruction: being excessively absent, based on College guidelines and those set in your syllabus, warrants a grade of WU. Continuing to turn in assignments, or turning them in late without attending class, does not permit the WU to be converted into a letter grade. Students who are excessively absent must receive a WU, not an F.

INC: The INC grade should only be given by the instructor in consultation with the student, and only when there is a reasonable expectation that submission of missing coursework will still result in a passing grade. If a student is failing the class, and submitting the work will not result in a passing grade, the student should receive an F. Students receiving an INC must be able to complete the missing work or take the missed final exam by the last day of the following term, so that a letter grade can be determined and submitted to the Registrar's Office

COLLEGE OF STATEN ISLAND CURRENT GRADUATE/ UNDERGRADUATE GRADES

Undergraduate Grades

Grade	Explanation	Quality Points per Credit
A	Excellent	4.00
A-		3.70
B+		3.30
B	Good	3.00
B-		2.70
C+		2.30
C	Satisfactory	2.00
D	Passing	1.00
F	Failure /Unsuccessful Completion of Course	0.00
P	Pass (used in specific designated course(s))	
CR	Credit Awarded	-
NC	No Credit/unsuccessful completion of course	-
INC	Term's Work Incomplete	-
FIN	Failure (changed from Incomplete) after one term	0.00
PEN	Administrative Grade assigned by the Registrar	-
W	Official Withdrawal	-
WA	Administrative Withdrawal (non- compliance for immunization)	-
WN	Unofficial Withdrawal, Student never attended, non-punitive	-
WU	Unofficial Withdrawal	0.00
AUD	Auditor assigned by the Registrar	-

Graduate Grades

Grade	Explanation	Quality Points per Credit
A	Excellent	4.00
A-		3.70
B+		3.30
B	Good	3.00
B-		2.70
C+		2.30
C	Satisfactory	2.00
F	Failure/Unsuccessful Completion of Course	0.00
CR	Credit Awarded	-
NC	No Credit/unsuccessful completion of course	-
INC	Term's Work Incomplete	
FIN	Failure (changed from Incomplete) after one term	0.00
P	Pass	
W	Official Withdrawal	-
WA	Administrative Withdrawal (non-compliance for immunization)	-
WN	Unofficial Withdrawal, Student never attended, non-punitive	-
WU	Unofficial Withdrawal (student attended at least one class session)	0.00
Y	Year or Longer course of study must continue to completion	-

WHAT GRADE SHOULD BE ASSIGNED ON THE FINAL GRADE ROSTER?

