

MBA PROGRAM GRADING SYSTEM

HP	High Pass	Up to top 20% of any section/course.
P	Pass	Satisfactory performance.
LP	Low Pass	Minimum level of acceptable performance.
NP	No Pass	If a required course, the course must be repeated.

The following standards apply to students who started the MBA program prior to August, 2016:

- **Any combination of 3 or more LPs or NPs in the core courses, or in any single semester, puts the student in jeopardy of academic dismissal.** The case will be considered by the Academic Review Committee.
- **Any combination of 6 hours of LPs or NPs in all MBA and related coursework will place the student in jeopardy of academic dismissal.** The case will be considered by the Academic Review Committee.

The following standards apply to students who start the MBA program August, 2016 and after:

Cumulative academic performance of a student is evaluated at the end of each semester to determine continuation eligibility. All attempted and completed coursework will be reviewed. When a student's cumulative performance meets one of the following conditions, his/her record will be brought to the Academic Review Committee for review. If the student remains enrolled, his/her record will continue to be reviewed at the end of each term.

1. Two or more No Pass (NP) grades are earned, OR
2. Three or more Low Pass (LP) grades are earned, OR
3. The combination of No Pass (NP) and Low Pass (LP) grades meets or exceeds three grades or six credit hours.

Grade point averages and semester class rankings are NOT calculated.

Additional Grades

An "I" (for incomplete work) may be given to a student where extenuating circumstances preclude the satisfactory completion of coursework during the semester in which a particular course is taken. With permission of the instructor, students have 60 days after the final exam in which to make up incomplete work. After 60 days, the grade automatically is changed to "no pass".

A grade of "L" indicates a successful audit. A grade of "Z" indicates an unsuccessful audit.

A grade of "N" indicates that the professor has not yet turned in a grade. If you feel this is an error, you should first contact the professor for the course. If he or she is unable to provide an explanation for the unreported grade, contact Jacqueline Carter, MBA Registrar, for follow-up

Grade Changes

A non-disciplinary grade may be changed only by the professor in whose course the grade was initially given. A faculty member may change a grade from "N" or "I" to a pass/fail grade provided that the work is made up within 60 days of the completion of the course. Exceptions to the 60-day limit must be discussed with the Director of MBA Student Affairs.