

**SHEPHERD UNIVERSITY
BOARD OF GOVERNORS
POLICY 6**

TITLE : GRADE POINT AVERAGE for BACCALAUREATE and MASTERS DEGREES

SECTION 1. GENERAL

- 1.1 Scope - Rule regarding grade-point average required for baccalaureate and masters degrees.
- 1.2 Authority - West Virginia Code § 18B-1-6, 18B-2A-4.
- 1.3 Effective Date - March 21, 2006, Amending the January 10, 2002 Version of the Policy

SECTION 2. GRADE-POINT AVERAGE REQUIRED for GRADUATION

- 2.1 Quality points are based on the following point values for each semester hour of credit: "A" - 4, "B" - 3; "C" - 2; "D" - 1 and "F" - 0. The grade point average to be computed for graduation purposes (not necessarily each semester) shall be based upon all work for which the student has registered with the following exceptions:
 - 2.1.1 Courses with grades of "W" and "WP".
 - 2.1.2 Courses in remedial and/or developmental education.
 - 2.1.3 Courses taken on a credit/no credit, pass/fail or satisfactory/unsatisfactory basis where a passing grade is earned.
 - 2.1.4 Courses taken on an audit basis.
 - 2.1.5 Courses which have been repeated under the "D/F Repeat Provisions" of this policy.
 - 2.1.6 Courses which are covered under the "Discretionary Academic Forgiveness Provisions" of this policy.

SECTION 3. D and F REPEAT PROVISIONS

- 3.1. If a baccalaureate student earns a grade of "D" or "F" (including failures due to regular and/or irregular withdrawal) on any course taken no later than the semester or summer term during which the student attempts the sixtieth semester hour, and if that student repeats this course prior to the receipt of a baccalaureate degree, the original grade shall be disregarded and the grade or grades earned when the course is repeated shall be used in determining his/her grade point average. The original grade shall not be deleted from the student's record.
- 3.2. No repeat provision applies to masters degree students.

SECTION 4. DISCRETIONARY ACADEMIC FORGIVENESS PROVISIONS

- 4.1 For purposes of grade-point average required for baccalaureate graduation, the President shall have discretionary authority to establish, or to not establish, academic forgiveness in addition to the "D/F" repeat provisions. However, these discretionary forgiveness policies must be consistent with this rule. Such action must accommodate the following minimal conditions:
 - 4.1.1 Students must not have been enrolled at Shepherd on a full-time basis during any semester or term in the last four consecutive years.
 - 4.1.2 Only grades for courses taken at least four years prior to the request for academic forgiveness may be disregarded for grade-point average computation.
 - 4.1.3 In cases where grades may be disregarded for grade-point average computation, these grades shall not be deleted from the student's permanent record.
- 4.2 The institutional policy regarding academic forgiveness for grade-point average computation shall be stated in the institutional catalog. In addition to providing information on the manner in which such provisions may be applied, the catalog and/or such other publications as are appropriate shall inform students that academic forgiveness extended by this institution may or may not be recognized by other institutions at which the student may transfer.
- 4.3 No academic forgiveness policy applies to masters degree students.

SECTION 5. APPLICATION ONLY to GRADUATION REQUIREMENTS

- 5.1 Institutional administrators shall make clear to students the fact that this regulation pertains only to graduation requirements and not to such requirements for professional certification which may be within the province of licensure boards, external agencies, or the West Virginia Board of Education.

SECTION 6. COMPATIBILITY WITH OTHER POLICIES

- 6.1 Nothing in this policy shall be interpreted to contravene the provisions of the Board's policy on *Student Academic Rights*.