

**EASTERN WEST VIRGINIA COMMUNITY & TECHNICAL COLLEGE
BOARD OF GOVERNORS
POLICY NO. BP-3.1**

TITLE: GRADE POINT AVERAGE for ASSOCIATE DEGREES

SECTION 1. GENERAL

- 1.1 Scope - Policy regarding grade-point average required for associate degrees.
- 1.2 Authority - West Virginia Code § 18B-1-6, 18B-1-8.
Title 133 Procedural Rule, Higher Education Policy Commission, Series 22
- 1.3 Effective Date – August 20, 2003
- 1.4 Repeal of Former Rule Repeals and replaces Eastern West Virginia Community & Technical College Board of Governors BP-3.1 and the former State College System Board of Directors Series 20, titled, “Grade Point Average for Associate and Baccalaureate Degrees.”

SECTION 2. GRADE-POINT AVERAGE REQUIRED for GRADUATION

2.1 The following grades are used by the College:

| Letter Grade | Description | Quality Points |
|---------------------|---|-----------------------|
| A | Outstanding | 4.0 |
| B | Strong | 3.0 |
| C | Satisfactory | 2.0 |
| D | Weak | 1.0 |
| F | Failure | 0 |
| W | Withdrawal (Also used for Administrative Withdrawal) | NONE |
| I | Incomplete | NONE |
| CR | Credit (hours earned) | NONE |
| NC | No Credit (no hours earned) | NONE |
| AU | Audit | NONE |

- 2.2 Those students who successfully complete the requirements for a certificate or degree with a cumulative grade point average of 2.0 or better are eligible to graduate. Each program requires that students earn a minimum grade of “C” in certain courses taken in order to graduate with a certificate or degree in that program.

SECTION 3. D and F REPEAT PROVISIONS

- 3.1. If a 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 certificate or 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 permanent record.

SECTION 4. DISCRETIONARY ACADEMIC FORGIVENESS PROVISIONS

- 4.1 This provision is designed to assist students who previously left college with low grades and may be implemented, provided certain conditions are satisfied, where the “D” and “F” provision is not applicable. The conditions for academic forgiveness are as follows:
- 4.1.1 Students must not have been enrolled in any college on a full-time basis during any semester or term in the last four consecutive years.
 - 4.1.2 Only “D” and “F” 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.
 - 4.1.4 In instances where students request and gain academic forgiveness from Eastern and then transfer to another college, the receiving college is not bound by Eastern's decision to disregard grades for grade-point average computation.
 - 4.1.5 This policy pertains only to the grade point average required for graduation and does not pertain to the grade point average calculated for special academic recognition, graduation with honors, admission requirements for particular programs or any other academic related standards.

SECTION 5. APPLICATION ONLY to GRADUATION REQUIREMENTS

- 5.1 The provisions for Academic Forgiveness extend only to graduation requirements and not to requirements for professional certification which may be within the province of licensure boards, external agencies, or the West Virginia Board of Education.

BOARD OF GOVERNORS, CHAIR

August 20, 2003

DATE