

# Graduate School Academic Policies

## Academic Policies

### Grades

Faculty teaching graduate courses have complete discretion in assigning grades.

Point assignments for grades are as follows;

- A = 4.0
- A- = 3.7
- B+ = 3.3
- B = 3.0
- B- = 2.7
- C+ = 2.3
- C = 2.0
- C- = 1.7
- F = 0
- FN = 0
- EX = Excused
- F-EX = Excused but failing
- DL = Delayed
- S/U = A or B equivalent

The satisfactory/unsatisfactory (S/U) option is not normally available in courses for graduate credit. S/U grades may be given only for internship, practica, project, and research courses as requested by a school or college, with prior approval from the Graduate Council. Courses on the S/U grading system will carry no points toward calculation of the grade point average. Courses on the S/U grading system will carry no points toward calculation of the grade point average. A Satisfactory grade is defined as a grade of at least B-.

Students who stop attending classes without officially dropping courses receive grades of F or FN, depending on the amount of work completed.

Students may enter courses as auditors but may not change from audit to credit or credit to audit after the first week of class. Auditors are charged full fees and receive no academic credit.

## Delayed Grades

~~Delayed grades may be given when a student's work is of passing quality but is incomplete because of circumstances beyond the student's control. Delayed grades must be removed within two regular semesters (excluding summer) after the time recorded or they automatically become F grades. In such cases, course instructors may subsequently change F grades to other grades when all work has been completed. A student may not graduate with any delayed grades on their transcript except in research courses required for a subsequent degree.~~

A student who is unable to complete course work at the end of any semester and who has, in the instructor's judgment, sufficient reasons for not completing the work, (such as serious illness or circumstances beyond the student's control), may with the approval of the instructor, be assigned a Delayed Grade, (DL). A Delayed Grade is appropriate only when enough work in the course has been completed for students to finish the remaining work without re-enrolling in the course, attending additional classes, and no additional instruction is required from the instructor. It is encouraged that the student completes the work as soon as possible, but if the Delayed Grade is not changed by the instructor, the Delayed Grade automatically becomes an F according to the timetable below. (Note: The dean may, in unusual circumstances, extend this time limitation).

If the DL grade is assigned during...	Then it will lapse to an F and the end of...
Fall	Next Fall
Spring	Next Spring
Summer	Next Spring

## Failure/Non participation

When students do not complete any graded assignments but do not officially withdraw from the course or the university, instructors may assign an FN. The F for Non-Participation cannot be changed to a grade and will be treated in GPA calculations as an F.

## **Graduate Grade Appeals**

In case of disputes regarding grades, graduate students shall follow the university Grade Appeal Process by first contacting the Department Chair. The policy is available on the Academic Affairs' Website.

## **Grade Point Average (GPA)**

UMSL calculates three types of GPA. At the end of each semester, the Term GPA is calculated on the courses attempted that semester. The Cumulative GPA on the transcript comprises all courses taken at UMSL for graduate credit, including courses that may not be a part of the degree program or certificate. The degree program or certificate GPA includes only the grades of those used to meet degree/certificate requirements for that program. The cumulative and degree or certificate program GPA must be at least 3.0 for a student to receive a graduate degree or certificate.

Any course work transferred from other universities, including other UM campuses, will not be included in any GPA calculation.

## **Course Replacement**

A student who fails to earn a cumulative GPA of 3.0 may request a recalculation of the cumulative GPA by substituting additional appropriate course work for courses in which a 3.0 was not earned. A maximum of two courses may be replaced during the entire graduate career at the University of Missouri-St. Louis, and all courses and grades remain on the student's record. The dean may approve the substitution if recommended by the graduate director of the student's program.

Once a student has completed a master's degree or certificate of advanced study, a final average for that degree or certificate is computed and cannot be modified. For that reason, courses for any graduate degree or certificate awarded may not be repeated, and no final GPA is affected by any subsequent coursework completed at UMSL.

Repeating courses may affect financial aid; applicants for Course Replacement are advised to contact the Financial Aid Office prior to applying for the replacement.

Course Replacement is not available for admission considerations or during a probationary or restricted admission period.

**Justification for request:**

The undergraduate policy was modified to mirror the graduate policy. Updating the policy language so both undergraduate and graduate use the same policy and have the graphic.