Grading System
The grading system consists of the following grades; the numbers assigned to each grade appear on the student’s transcript.

- A 4.00
- A- 3.67
- B+ 3.33
- B 3.00
- B- 2.67
- C+ 2.33
- C 2.00
- C- 1.67
- D 1.00
- F 0.00 Failure

Note: A failure is not removable from the record, though credit can be obtained by repeating the course with a passing grade.

Academic Standing
Students are expected to earn grades of C or higher for all courses taken at the business school. However, an overall Grade Point Average (GPA) of 3.0 is required for graduation. Only two grades of D are accepted for a degree, and these must be offset by B, B+ or A. Any student who receives more than two grades of F will be dismissed from the program. Students must repeat all required courses in which a grade of F is received.

Each term, the academic advising staff reviews every student’s academic progress and standing. Students whose work falls below the required 3.0 will be placed on academic probation for a period of terms. If, at the end of the probationary period, a student has not raised his or her index to the required level, he or she may be dismissed from the program.

The following symbols are also entered on student records:

INC: Incomplete.
Indicates that a course requirement has not been met. Changed to F unless resolved by the deadline specified in the academic calendar.

ABS: Absent from Final Examination.
Indicates that the student was absent from the final examination. Changed to F unless resolved by the deadline specified in the academic calendar.

W: Withdraw.
Indicates withdrawal from a course with permission.

AUD: Audit.
Indicates registration for a course with no degree credit.

NGR: No Grade Reported.
Changed to F unless resolved by the deadline specified in the academic calendar.

Incomplete (INC)
A grade of INC is given to a student who has met all the requirements of a course, except for completion of certain assigned papers or reports that the student has been compelled to postpone for reasons beyond