

Grade Reports

At mid-semester and at the end of the semester, grade reports are available on-line through myNOVA.

The grade report at the end of the semester is part of the student's permanent record. A student must report any inaccuracy to the Registrar according to the following deadlines; otherwise, the record will stand as it is.

Fall Semester grade errors: Last Friday in January
 Spring Semester grade errors: Last Friday in June
 Summer Semester grade errors: Last Friday in August

Grading System & GPA

Grade Definitions

	Excellent	Quality Points (3 cr. course)	Quality Points (4 cr. course)
A Excellent	4.00	12.00	16.00
A-	3.67	11.01	14.68
B+	3.33	9.99	13.32
B Good	3.00	9.00	12.00
B-	2.67	8.01	10.68
C+	2.33	6.99	9.32
C Fair	2.00	6.00	8.00
C-	1.67	5.01	6.68
D+	1.33	3.99	5.32
D Passing	1.00	3.00	4.00
D-	0.67	2.01	2.68
F Failure	0.00	0.00	0.00
AP Advanced Placement			
AU Audit			
CE Credit by Examination			
N Incomplete			
NG No Grade Reported			
NF Unchanged Incomplete			
S Satisfactory: Satisfactory/Unsatisfactory Courses			
SP Satisfactory Progress (Mid-Semester Grade Only)			
T Transfer Credits			
U Unsatisfactory: Satisfactory/Unsatisfactory Courses			
W Approved Withdrawal With Academic Penalty			
WX Approved Withdrawal Without Academic Penalty			
Y Unofficial Withdrawal from Course (or for first-year students, failure for excessive absences)			

All grades are permanent, except **N** and **NG**, which are temporary grades. An **"N"** is used to indicate that the student's work in a course has not been completed. An **"NG"** indicates that a faculty member has not submitted a grade. If a change is not reported, the **N** or **NG** grade automatically becomes an **NF** (Failure) according to the following schedule:

- *For the Fall Semester:* Students must submit all work to the instructor by the last Friday in January; grade changes must be submitted to the Registrar's Office by the second Friday in February.
- *For the Spring Semester:* Students must submit all work to the instructor by the last Friday in June; grade changes must be submitted to the Registrar's Office by the second Friday in July.

- Students should check the academic calendar for actual dates. If a change is not reported, the **N** or **NG** grade automatically becomes an **NF**.
- Without the approval of the instructor, the department chair, and the dean, no grade higher than **C** may replace the **N**.

The grade **WX** indicates an authorized withdrawal; the grade is not included in the calculation of the grade point average. The last day for Authorized Withdrawal without Academic Penalty (**WX** grade) is published on the official university calendar. A signature from The Clay Center at VSB is needed to have a WX Form processed. See the [Withdrawal from a Course](#) section for more information.

Withdrawal after the official deadline is indicated by a **W** grade, withdrawal with academic penalty. The grade is calculated as an **F** in determining the grade point average.

The grade **Y** is given when a student unofficially withdraws from a course (usually stops attending class). It is reflected in the grade point average (GPA) as an **F**.

If a course is repeated, the grades in both courses will be included in the cumulative GPA calculation. However, total earned credit hours will reflect the credits for one course only. Both courses and both grades will be listed on the transcript in the actual semester taken.

Grade distributions are determined by individual faculty members.

For more information, please refer to the [Grades & Assessments](#) section of Villanova Catalog.