

GRADES & SCHOLARSHIP REQUIREMENTS

GRADING SYSTEM*

Baruch uses a 4.0 grade point average (GPA) calculation to determine a student's academic standing. All grades for 9000-level courses are used in calculating the GPA. Grades for graduate courses are indicated as follows:

GRADE	QUALITY VALUE PER CREDIT
A	4.0 grade points
A-	3.7 grade points
B+	3.3 grade points
B	3.0 grade points
B-	2.7 grade points
C+	2.3 grade points
C	2.0 grade points
C-	1.7 grade points
F	0.0 grade points

The grade of F is computed in the GPA. A failed course must be repeated if it is a required course in the student's program. Students who repeat a failed course and earn a grade of B- or better may petition to drop the grade of F from the computation of the grade point average; the grade of F will remain on the transcript. Only one F grade may be dropped from the calculation of the grade point average. Petitions may be submitted to the registrar.

**Grades of D and D+ are not assigned to graduate courses.*

W	Withdrew without penalty. Student must apply for this grade at the Registrar's Office within a specified period (see Baruch College Academic Calendar in the <i>Schedule of Classes</i>).
WA	Administrative withdrawal (no academic penalty). Given to new students who fail to comply with New York Public Health Law 2165 within the announced grace period.
WN	Never attended.
AUD	No credit.
INC	Student must be doing passing work to obtain instructor's permission for this grade. The grade must be resolved by the end of the final examination period of the subsequent semester, or it becomes a grade of FIN, the equivalent of F.
NC	No credit. Used for courses taken under the pass/no credit option. Also used to indicate the student received a course grade below C-. The course must be repeated in order to receive credit. Not included in the GPA.
P	Passing. Valid grade for courses taken under the pass/no credit option. Grades of P are not calculated in the GPA, but credits earned are counted toward the degree.
PEN	Grade pending (used when a grade is under review for possible infraction of academic integrity standards).

Once filed, a grade can be changed only on the recommendation of the instructor. Such recommendation must have the approval of the department chairperson and the appropriate school dean. Once a grade has been submitted, students may not do extra work to improve that grade.

COMPUTING THE GRADE POINT AVERAGE (GPA)

The following illustration shows how a student who has attempted 27 credits should compute his/her grade point average on a 4.0 basis.

Grade	Value	Indexible Credits	Grade Points
A	= 4.0	x 12	48.0
B+	= 3.3	x 6	19.8
B	= 3.0	x 6	18.0
F*	= 0.0	x 3	0.0
		27	85.8

**Includes unresolved INC grades.*

Divide the total grade points by the total indexible credits to obtain the grade point average: $85.8/27 = 3.17$ on 27 indexible credits.

PASS/NO CREDIT OPTION (P/NC)

Students may elect to take *one* course for degree credit to be graded on a pass/no credit basis. The pass/no credit option cannot be used for courses in the student's major or specialization. • To exercise the P/NC option, the student must register for the course in the usual manner and apply at the Registrar's Office no later than the third week of the semester (see Baruch College Academic Calendar in the *Schedule of Classes*).

- The grade of P or NC is not computed in the grade point average.
- If a grade of NC is received in a core or required course, the student must repeat the course. The course may be repeated only once and for a P/NC grade only.
- If a grade of NC is received in an elective course, the student may either repeat the course or select another course; in both cases, a conventional grade will be assigned.
- The P/NC option is applied by the Registrar's Office; the instructor is not informed of the student's decision.
- *MBA* students are not permitted to use the P/NC option for core or major courses, but they may use the option for one elective course outside the major.
- Students who use the P/NC option and then change their major or pursue a second major cannot apply a course previously graded P/NC toward their new major or petition to withdraw the option.
- Students cannot apply a P/NC-graded course in accountancy or taxation toward CPA requirements. *MS* students may not use the P/NC option.

INC GRADES

- Students must be doing passing work to obtain an instructor's permission to receive a grade of incomplete (INC).
- A grade of incomplete (INC) received in the fall semester must be resolved by the end of the following spring semester.
- A grade of INC received in the spring semester or summer term must be resolved by the end of the following fall semester.
- Students who receive these grades may not register for or attend ("sit in") any classes of the course in the following semester.
- To resolve incomplete (INC) grades issued for missing course work, the student should meet with the instructor and arrange to complete the requirements for a letter grade before the expiration of the following semester.
- Make-up exams will be given during the midterm and final exam periods. Refer to the Academic Calendar in the *Schedule of Classes* for application deadlines.
- An unresolved INC grade will be converted to FIN and calculated as an F in the computation of the cumulative GPA after the grace period.

SCHOLARSHIP REQUIREMENTS

- A student who is accepted for graduate work at Baruch College is required to maintain an average of B (3.0 GPA) in all graduate courses taken.
- While every effort is made to keep the students informed of their academic standing, it is the students' responsibility to adhere to these regulations.
- Students who have completed the credits required for the degree with an average below 3.0 must have written permission from their dean to take any additional course work. Additional course work beyond 6 credits will not be permitted.
- Grades in preliminary courses that have been waived may never be used to improve the GPA.
- Grades received in required 8000-level courses are not included in the grade point average. These courses may not be used as elective credits.
- All 9000-level courses taken outside of the official program will be calculated into the GPA, although credits may not be counted toward fulfilling degree requirements.
- Grades in courses that duplicate prior course work will not be counted in the GPA.

PROBATION

Students are considered to be on academic probation if their grade point average falls below the acceptable level indicated below:

Credits Earned	Minimum GPA
6 and above	3.0

Students on probation will be debarred (dismissed) if, after attempting a maximum of 12 additional credits, their cumulative grade point average remains below the required 3.0. In addition, a grade point average greater than or equal to 3.0 *per semester* must be maintained during the 12 credits of probation. Students on academic probation whose grade point average falls below 3.0 will be debarred whether or not 12 credits have been completed. INC grades are not permitted.

GRADUATE COMMITTEE ON ACADEMIC STANDING (GCAS)

Graduate students who wish to appeal decisions relating to the academic standing and scholastic requirements of their programs may do so by written communication to the chair of the appropriate graduate committee on academic standing. Requests for time extensions must also be addressed to the committee (see page 30).

Appeals must be typewritten and should not exceed 300 words. The GCAS meets at stated intervals. Call or visit the Office of Graduate Academic Services to determine the deadline for appeals to be submitted at the next scheduled meeting of the committee (NVC, 55 Lexington Avenue, Room 13-221, 646-312-3140), or monitor the Office of Graduate Academic Services Blackboard site and Baruchmail for schedule information.