



WAL follows the Seattle Pacific University grading system for both World Language courses and graduate Teacher Education courses. Please keep this information available for your reference.

GRADING

Grade Point Average

A student's grade point average (GPA) is determined by dividing the total number of grade points earned during a given period by the number of credits for which the student was enrolled and for which he or she received a regular grade during the same period.

For example, if a student earns 45 grade points during a quarter in which he or she is enrolled for 15 credits, his or her GPA for the quarter will be 3.0.

Grade	Points	Explanation
A	4.0	
A-	3.7	
B+	3.3	
B	3.0	
B-	2.7	
C+	2.3	
C	2.0	
C-	1.7	
D+	1.3	
D	1.0	
E	0.0	
Au		Audit
P		Pass (used only with the Pass/No Credit option)
NC		No Credit (used only with the Pass/No Credit option)
I		Incomplete
N, G		In Progress
W		Withdrawal with official approval

- Except in cases of clerical error, no instructor may change a grade that he or she has submitted to SAS.
- Students are not able to add additional work to improve a grade after it has been submitted to SAS.
- Grade changes may be made in only the quarter following the course.

Use of I, G, N, W Grades

The "I" grade (incomplete) indicates that the student did not complete the work assigned for a course because of absence from school during the quarter due to illness or an acceptable emergency. The student must initiate the request for the "I" grade prior to the final examination or last class session. Unless the student is incapacitated, this request should be made in writing. Documentation verifying the illness or acceptable emergency (e.g., a note from a medical doctor) may be required by the instructor. A student cannot carry more than 20 credits of incomplete grades without prior approval from the registrar.

The instructor is under no obligation to grant the request for an "I" grade. However, if the instructor chooses to issue an "I" grade, the instructor and student must formulate a plan for the student's completion of the course requirements. The student may not attend a future class in which she or he is not registered as a means of working toward completion of an "I" grade.

A timeline for course completion will be determined by the instructor; however, the student must submit final coursework within one calendar year or the "I" becomes an "E". The student must initiate the removal of the "I" grade once coursework has been completed.



The "G" grade is used in only specified courses in which a "final" grade is dependent upon additional work and applies only to approved 6000–7000 level courses, which include internships, theses, dissertation, and projects at the discretion of the graduate program.

- Work must be completed within three calendar years or the "G" becomes permanent.

An "N" grade is used in only specified courses in which a "final" grade is dependent upon additional work.

- The "N" grade indicates that work is satisfactory to date, but carries with it no credit or final grade until all work is completed.
- Work must be completed within one calendar year or the "N" becomes permanent.

Withdrawal with official approval during weeks two through six will result in a "W" appearing on the transcript. (See [Withdrawal From Courses](#).)

Pass/No Credit Option

- A "P" grade in this option must be at least equivalent to a "C" grade (2.0).
- 6000-level courses may not be taken for P/NC, with the exception of thesis, dissertation, research, and projects, to be determined at the discretion of the schools.