

	Policy No.	Replaces	Policy
	<b>S2017-01</b>		<b>Senate</b>
	Policy Name		
<b>Grading Profile Policy</b>			
Approved by	Responsibility		Category
<b>Senate</b>	<b>Senate</b>		
Date Issued	Date Revised	Next Review	Related Policies, Reference
<b>2017</b>		<b>February 2022</b>	

### Purpose

This policy is to provide direction regarding the grading of all credit courses at Capilano University.

### Scope

This policy relates to all credit courses at Capilano University.

### Policy Statement

Capilano provides a copy of the grading profile to all students as part of their official course outlines as well as making the grading profile available in the official Capilano University Calendar and on the Capilano website.

### Grading Profile

Grade	Numerical Range in % or Definition	Grade Point Equivalent
A+	90-100	4.33
A	85-89	4.00
A-	80-84	3.67
B+	77-79	3.33
B	73-76	3.00
B-	70-72	2.67
C+	67-69	2.33
C	63-66	2.00
C-	60-62	1.67
D	50-59	1.00
F	49 and below	0.00
AD	Audit Denied	Not Calculated
AEG	Aegrotat	Calculated
AU	Audit	Not Calculated
CON	In progress. Continues in next term.	Not Calculated
CR	Credit Granted	Not Calculated
I	Incomplete	Not Calculated
NC	No Credit Granted	Not Calculated
NGR	No Grade Reported	Not Calculated
W	Withdrawn	Not Calculated
WE	Withdrawn with Extenuating Circumstances	Not Calculated
NA	Not Attending. Use of NA was withdrawn as of September 1994.	Not Calculated

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### Definition

AD	Audit Denied	Assigned when a student has not met the attendance requirements for an Audit course. Audit Denied standing does not have credit attached, and is not calculated in the GPA.
AEG	Aegrotat	Assigned when a student has completed a minimum of 60% of their coursework but is then unable to complete the course as a result of significant and ongoing medical, emotional, or other difficulties. Distinct from a Withdrawal for Extenuating Circumstances, an Aegrotat grade is assigned when there is no expectation that the student will be able to complete the course at another time. This standing is awarded only if the course instructor or coordinator, and the Dean recommend such standing to the Vice-President Academic and Provost based on their agreement that the student has demonstrated the capacity to deal with the course material satisfactorily. When the AEG standing is awarded, a grade is assigned and calculated in the GPA as per standard grading protocol.
AU	Audit	Assigned when a student has registered as audit and met the attendance requirement for an audit course without submitting any assessments. Audit status is not calculated in the GPA, does not have credit attached, and may not be used toward completion of a credential.
CON	In Progress. Continues in next term.	Assigned to denote courses that continue from one term to the next.
CR	Credit Granted	Assigned when a student has reached the level of mastery required for successful course completion. Credit Granted status is not included in the GPA calculation.

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I	Incomplete	Assigned in exceptional circumstances when a student requests extra time to complete his/her coursework. Such agreements are made only at the request of the student. The student is responsible to determine from the instructor the outstanding requirements of the course. If an Incomplete is not cleared by the grade deadline of the following term, the grade will be changed to the evaluation attained at the time the grade was originally assigned. If a new "complete" grade is assigned this grade replaces the "I" status and is calculated in the GPA as per standard grading protocol.
NC	No Credit Granted	Assigned when a student has not reached the level of mastery required for successful course completion. No Credit Granted status is not included in the GPA calculation.
NGR	No Grade Reported	Assigned automatically when no grade has been reported to the Registrar's Office.
W	Withdrawn	Assigned when the student withdraws from the course during the defined withdrawal period for the course.
WE	Withdrawn with Extenuating Circumstances	Assigned in exceptional circumstances after the end of the Withdrawal Period and typically related to a medical situation.
NA	Not Attending.	As of September 1994 "not attending" is no longer a grading option.