

GRADING SYSTEM

The academic work of the student is graded in accordance with the system listed below.

Grade		Grade Points
A		4.0
A-	Expected performance	3.7
B+		3.3
B		3.0
B-	Passing but below graduate standards	2.7
C+		2.3
C		2.0
C-	Unacceptable	1.7
D+		1.3
D		1.0
D-		0.7
F		0.0
P	Passing	0.0
NC	No Credit	0.0
INC	Incomplete	0.0
CR	Credit	0.0
W	Withdrawn	0.0
AU	Audit	0.0
Y	Administrative Incomplete	0.0
X	Administrative Withdrawn	0.0
IP	In Progress	0.0

A grade of “F” indicates failure and necessitates a satisfactory repetition of the course before credit can be allowed. A student repeating a course will be charged at the current tuition rate.

“P” or “NC” is used when a student is permitted to take a course on a pass/no-credit basis. “NC” necessitates repetition of the course. A grade of “W” is recorded when a student has withdrawn prior to the published deadline.

A grade of “INC” indicates incomplete work. It is not given except to indicate that some part of the work, for good reason, has not been done, while the rest has been completed satisfactorily. The grade of “INC” must be submitted with a justification of the “INC,” an explanation of the work to be completed, a deadline to complete the work not to exceed six weeks, the alternate grade to be recorded if the work is not completed within the time allotted, and the signatures of the student, instructor and the department chairman. The grade of “INC” must be removed within the time specified by the instructor which cannot exceed six weeks from the last day of the final examination period. If no other grade has been assigned by the professor, the “INC” will be changed automatically to the alternate grade at the time specified by the instructor.

The grade point average of a student is determined by dividing the total number of grade points earned in any term by the total number of semester hours attempted in the academic load, excluding neutral credits.

SPECIAL ACADEMIC FEATURES

DIRECTED STUDY

A directed study course is one designed by the Instructor for the needs of a particular student or for use when, because of extreme hardship, a student is unable to take a particular class when offered. A directed study course carries a \$50 fee.

Requirements for enrollment in a directed study course:

1. Minimum cumulative GPA of 2.5.
2. Limitation: a maximum of six (6) semester hours in directed studies may be taken during a graduate program. This limit does not include internship and travel credit.
3. A directed study course is open only to students who have successfully completed at least six (6) graduate hours at MNU.
4. The student must be enrolled in a graduate degree program at MidAmerica Nazarene University.
5. Registration: Enrollment in a directed study course requires a completed and approved application, a syllabus, and must be submitted during the regular preregistration or registration period to the Office of the Registrar.

REPEAT OPTION

If a student makes a grade of “C-” or less, he/she may repeat the course for credit. If a student wishes to repeat a course in which a grade of “C” or better was earned, he/she may petition the Associate Academic Vice President, the Registrar, and the department chair of the course. Only the repeated course and repeated grade will be figured in the cumulative hour totals and grade point average.

A limited number of courses can be taken more than once for credit and are clearly designated throughout the Catalog. An Intent to Repeat form or Repeat Petition should be filed with the Office of the Registrar at the time of course enrollment. Grades of “W” and “INC” are not considered as replacement grades.