

Grading Symbols

- I Incomplete:** This grade indicates a student hasn't completed all the course requirements. It may also indicate failure to master specific course competencies. Freshmen and sophomores must make up all course requirements before they can begin the next semester. Juniors and seniors must make individual arrangements with the associate dean for liberal arts before they can begin the next semester. If students do not complete the course by the specified date, they will automatically fail the course and be required to make up the entire course at the cost of full tuition.
- W/ Withdrawal/Withdrawal Failure:** The grade of "W" is assigned to a student who officially withdraws from a course before the last day to withdraw as outlined in the [Course Withdrawal Timeline](#). Withdrawal after this period results in a grade of "WF."
- P Pass:** Given for cooking, and baking and pastry practical exams and some pass-fail courses.
- HP High Pass:** Given for cooking, and baking and pastry practical examinations.
- TC Transfer Credit:** Denotes that credit for a course was transferred from another college.
- NS No Show:** Given only for cooking, and baking and pastry practical exams and externship prep seminars if a student never showed up to take them. Note: if a practical exam or externship prep seminar is missed for this reason, it is recorded as an absence.
- NG No Grade:** This grade is automatically given if a student is on a roster and the instructor fails to give a grade or if the student hasn't officially withdrawn from a course.
- AU Audit:** This symbol indicates that a student did not take the course for credit and the instructor of this course did not make an evaluation to issue a grade.
- IP In Progress:** This symbol indicates that grades have not been submitted and/or processed.
- S Satisfactory:** Given for Externship Preparation Seminars
- U Unsatisfactory:** Given for Externship Preparation Seminars

At the end of each course, the instructor will issue a grade. Clarification about the grade can be obtained by contacting the instructor immediately.