The Grading System

Students are evaluated according to the following grading system:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Pts.</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>4</td>
<td>Exceptional</td>
</tr>
<tr>
<td>B</td>
<td>3</td>
<td>Very good</td>
</tr>
<tr>
<td>C</td>
<td>2</td>
<td>Fair</td>
</tr>
<tr>
<td>D</td>
<td>1</td>
<td>Poor</td>
</tr>
<tr>
<td>F</td>
<td>0</td>
<td>Failure (may be assigned as a grade for failure to attend or to indicate failure to formally withdraw)</td>
</tr>
<tr>
<td>I</td>
<td></td>
<td>Incomplete (temporary mark pending coursework completion as agreed in a signed document). See section on incompletes below for details.</td>
</tr>
<tr>
<td>W</td>
<td></td>
<td>Withdrawal (from the individual course or all courses), only if the student follows the official withdrawal procedure. If a student enrolls in a course and then abandons it (stops attending) without following the official withdrawal procedure, a grade of F will be assigned.</td>
</tr>
<tr>
<td>S</td>
<td></td>
<td>Satisfactory (equivalent to a C or better [B or better in courses numbered 5000 or above]; see general information on S/U grading below)</td>
</tr>
<tr>
<td>U</td>
<td></td>
<td>Unsatisfactory (see general information on S/U grading below)</td>
</tr>
<tr>
<td>P</td>
<td></td>
<td>Passing (equivalent to a C or better, for midterm grades only)</td>
</tr>
<tr>
<td>UK</td>
<td></td>
<td>Unable to compute grades (for midterm grades only)</td>
</tr>
</tbody>
</table>

Grade Points

Each letter-graded course carries grade point value computed as: the total credit hours earned in the course multiplied by the point value of the letter grade earned. For example: a student earning an A (point value of 4) in a 3 credit-hour course would earn 12 grade points for the course.

Semester (or Term) Grade Point Average

The semester grade point average (GPA) is the sum of all grade points earned in a semester or term divided by all credit hours attempted for letter grade. Credit hours in courses in which marks of I, W, S, or U were assigned, as well as developmental courses, are excluded.

Cumulative Grade Point Average

The average of all grades earned by a student as outlined below is termed the cumulative grade point average. It is used for determining activity eligibility, honors, probation, suspension, graduation, and for all comparisons or purposes requiring measurement of academic standing.

The cumulative grade point average is defined as the sum of all grade points earned in University of Wyoming residence, correspondence, or the Outreach School, divided by all credit hours attempted for letter grade, with the following exceptions:

1. The credit hours shall not be counted in courses in which marks of W, S, or U were assigned, or in which marks of I (for incomplete) are still in effect.
2. For repeated courses:
   a. First repeat: only the second credit and grade is used to calculate the cumulative grade point average.
   b. If repeated more than once, only the last credit and grade earned is used to calculate the cumulative grade point average.
   c. A student is limited to a maximum of three (3) attempts in any course at the University of Wyoming.
   d. If a mark of W, S, or U is assigned in a repeated course, the previous grade assigned will stand except when an S or U is earned repeating a previous S or U.
   e. Courses applied towards one completed degree may be repeated as part of a second degree; however, the grade and grade point average in the original degree will not be changed.
3. Transfer grades are not counted in the UW grade point average. If a course taken at UW is repeated for the first time at another institution, the credits and grade earned at UW will be deleted from computation of the UW cumulative grade point average if credit for the repeated course is transferred to UW.
4. For graduate students, courses numbered below 4000 are not added in to the semester and cumulative totals, nor computed into the GPA.

Incompletes (I)

A grade of “I” (incomplete) is a temporary grade assigned in those rare instances when no other mark will insure justice to the student. It may be awarded only if the class instructor has approved a petition to be filed prior to grade submission by the instructor to the Registrar at the end of the term in which the student was enrolled in the class. (UW Regulation 6-720)

Time allowed for completing course requirements will normally not exceed 120 calendar days beyond the end of the semester in which the I was given. The dean of a college may designate certain research courses where the 120-day limit may be extended by the instructor; however, the completion date even in these courses should not be later than the time of graduation for the student unless the student is reserving the particular course for graduate credit.

If the final grade for the course is not received in the Office of the Registrar by the date indicated on the authorization, the I will revert to an F. Should graduation occur in the interim, the I can stand permanently or it can still be completed within the specified deadline, but the student’s GPA at graduation with all associated honors will stand as computed.

General Information on S/U Grading

The grade of S (satisfactory) is interpreted to include grades A-C and the grade of U (unsatisfactory) to include grades D-F on the conventional grade scale for courses numbered less than 5000 (for courses 5000 or above, the grade of S is interpreted to included grades A and B). Credit hours of S/U courses are counted as hours attempted toward graduation. However, neither the S nor U grade carries grade points and neither will be included in the calculation of the cumulative grade point average.

Students may not take a course for S/U credit to satisfy University Studies Program requirements, unless the course is offered for S/U only; (e.g., POLS 1000, or the equivalent history or economics courses, may not be taken for S/U).

If a mark of S or U is assigned in a repeated course, the previous grade assigned will stand except when an S or U is earned repeating a previous S or U.

Students must signify at the time of registration or schedule modification whether they are taking any course for S/U grades. Faculty will be notified of the student’s decision.
The faculties of the various colleges shall determine the number of credit hours of S that may be used to satisfy degree requirements in their programs. They may also place restrictions upon the use of S credits to satisfy college or major requirements. In addition, they may designate particular courses in their colleges as courses to be offered for S/U only.

A student who changes majors within a college or who transfers to a different college may petition for the acceptance of S credits previously earned if such credits are in conflict with faculty-established regulations for the new major or college.

**Mid-Term Grades**

Mid-term grades for all courses numbered below 5000 are to be submitted by instructors on WyoWeb the week following midsemester. Grades which can be assigned by faculty are:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>P</td>
<td>Passing - for students performing at the A, B, or C level</td>
</tr>
<tr>
<td>D</td>
<td>Poor</td>
</tr>
<tr>
<td>F</td>
<td>Failure (may also be assigned as a grade for failure to attend or to indicate failure to formally withdraw)</td>
</tr>
<tr>
<td>S</td>
<td>Satisfactory (equivalent to a C or better) in cases where the class is offered for S/U or the student has elected the S/U option</td>
</tr>
<tr>
<td>U</td>
<td>Unsatisfactory (equivalent to a D or F) in cases where the class is offered for S/U or the student has elected the S/U option</td>
</tr>
<tr>
<td>UK</td>
<td>Unknown; unable to compute grade</td>
</tr>
</tbody>
</table>

The UK grade may be assigned if, due to lack of performance assessments such as exams, papers, homework, etc., a faculty member is unable to make a determination of a midterm grade.

*Please note that the midterm grade received in any particular class reflects the assessment of student performance during the first portion of the semester only.*

Mid-term grades are available on WyoWeb.

**End of Semester Grade Reports**

Final grades are available on WyoWeb as soon as possible (usually within five working days) after the close of the semester or term.

**Definitions**

1. Cumulative semester hours attempted shall be the total of all credit hours attempted through the University of Wyoming, except for credit hours attempted in repeating a course, those in which marks of W were assigned, and those accepted in transfer from other institutions.
2. The cumulative grade point average is defined as the sum of all grade points earned through the University of Wyoming divided by the sum of all credit hours attempted through the university, except for credit hours in which marks of W, S, U, or I are assigned or those of an initial course which has been repeated. When a course has been repeated, only the last grade points and credit hours assigned for repeats of the course shall be entered in the computation of the cumulative grade point average.

**Academic Transcripts**

Official transcripts of individual academic records at UW are sent from the Office of the Registrar upon written authorization signed by the individual. Individuals may also authorize the release of their academic transcripts through WyoWeb. All financial obligations to the university must be cleared before a transcript may be released or viewed on WyoWeb.

Transcripts are produced on a first-come, first-served basis and one to two business days must be allowed. Individuals are asked to anticipate transcript needs and submit requests to the Office of the Registrar as far in advance as possible. Usually, 10-15 days are needed at the close of a semester to record semester grades and issue transcripts. For fax service, there is a charge of $10.00 per transcript; please allow 3-5 business days. Same-day transcript service is available for a $10 fee (limit of 2 transcripts).

Partial transcripts are not issued. Each transcript includes the complete academic record at the University of Wyoming and the number of credits from other institutions accepted by UW.

Official transcripts of credit earned at other institutions which have been presented for admission or evaluation of credit become the property of the University of Wyoming and are not reissued or copied for distribution. This includes high school records and any other type of supporting documents. Transcripts of work completed at other institutions should be obtained directly from the issuing institution.

Applicability of transfer credit toward any degree is dependent on the curriculum pursued by the student.

In preparing transcripts for graduate students or second bachelor’s degree candidates whose undergraduate work was taken elsewhere, the University of Wyoming includes on its transcripts no detailed reference to that undergraduate work, mention being limited to designation of the degree and date received and the name of the institution granting the degree.

**Academic Probation and Suspension**

**Exceptions**

Upon the request of a person placed on academic suspension or denied reinstatement, the vice president for academic affairs may review the circumstances and reverse the decision of the dean if the vice president for academic affairs deems it necessary to prevent a gross injustice.

**Graduate Students**

A graduate student enrolled at the university shall be placed on academic probation at the end of a semester or summer session when his or her graduate cumulative UW grade point average in 4000-level or higher courses is below 3.0. Students who fail to bring their graduate GPA to 3.0 and remove themselves from probation after one semester or summer session will be suspended from the university. A suspended student may petition the dean of the college for reinstatement to the same degree program or to another degree program. The dean will consult with the appropriate department head prior to all petition decisions. A reinstated student will be on probation and may be subject to other performance criteria as specified by the dean in consultation with the department head.

The above GPA requirement is considered to be a minimum requirement. Departments may recommend suspension of students from their degree program based on other performance criteria.

Regulations governing academic probation, suspension, and reinstatement do not apply to students enrolled in the College of Law.