



Book	Administrative Procedures
Section	Chapter 4 - Academic Affairs (including former Article 6 - Instruction and Curriculum)
Title	Grading and Academic Record Symbols
Code	AP 4230
Status	Active
Legal	California Code of Regulations, Title 5, Section 55023 California Code of Regulations, Title 5, Section 55024
Adopted	April 19, 2019

Grades from a grading system shall be averaged on the basis of the point equivalencies to determine a student's grade point average using only the following evaluative symbols:

**Evaluative Symbols:**

**A+** — Excellent (Grade Point = 4.0)

**A** — Excellent (Grade Point = 4.0)

**A-** — Excellent (Grade Point = 3.7)

**B+** — Good (Grade Point = 3.3)

**B** — Good (Grade Point = 3)

**B-** — Good (Grade Point = 2.7)

**C+** — Satisfactory (Grade Point = 2.3)

**C** — Satisfactory (Grade Point = 2)

**D+** — Less than satisfactory (Grade Point = 1.3)

**D** — Less than satisfactory (Grade Point = 1)

**D-** — Less than satisfactory (Grade Point = .7)

**F** — Failing (Grade Point = 0)

**FW** — Unofficial withdrawal (Grade Point = 0) (the "FW" grade symbol is used to indicate that a student has both ceased participating in a course some time after the last day to officially withdraw from the course without having achieved a final passing grade, and that the student has not received district authorization to withdraw from the course under extenuating circumstances. The "FW" symbol may not be used if a student has qualified for and been granted military withdrawal.

**P** — Passing (At least satisfactory – units awarded not counted in GPA)

**NP** — No Pass (Less than satisfactory, or failing – units not counted in GPA)

**SP**

following the end of the term in which it was assigned. The “I” symbol shall not be used in calculating units attempted nor for grade points.

**IP** — In Progress: The “IP” symbol shall be used only in courses which extend beyond the normal end of an academic term. It indicates that work is “in progress,” but that assignment of an evaluative symbol (grade) must await its completion. The “IP” symbol shall remain on the student’s permanent record in order to satisfy enrollment documentation. The appropriate evaluative symbol (grade) and unit credit shall be assigned and appear on the student’s permanent record for the term in which the course is completed. The “IP” symbol shall not be used in calculating grade point averages. If a student enrolled in an “open-entry, open-exit” course is assigned an “IP” and does not re-enroll in that course during the subsequent term, tee