

Grading System

Alfaisal University uses the 4.0 grade point average system. The following grades are approved for use in Alfaisal University and are included in the determination of the grade point average:

Grade Code	Grade Point	Percentile Range	Grade Points
A	4.0	95%-100%	Excellent
A-	3.67	90%-94%	
B+	3.33	86%-89%	Very Good
B	3.00	83%-85%	Good
B-	2.67	80%-82%	
C+	2.33	76%-79%	
C	2.00	73%-75%	Fair
C-	1.67	70%-72%	
D+	1.33	66%-69%	
D	1.00	60%-65%	
F	0.00	0%-59%	Fail

Other grades may be used in certain situations but are not included in the determination of the grade point average. These include **I/IC, W, AU, CR, R, CC/IP, and NC** which are explained in detail below.

I/IC-The student was doing satisfactory work but, for reasons beyond his control, he was unable to meet the full requirements of the course and as such is incomplete "I". Unless otherwise specified by the respective college, an "I" will be changed to the grade of "F" by the University Registrar. The course Instructor must submit the final grade no later than 7 weeks after the last day of final exams for the previous semester. If a student is assigned an "I", the instructor must notify the student in writing of the requirements for removal of the "I" and of the deadline for removal of the "I" using an extension form. The student will be required to sign the extension form. A copy of the form must be submitted to the Office of the Registrar at the time the "I" is submitted.

W-The student was permitted to withdraw without penalty. Any student who withdraws on or before midterm will receive a W. Withdrawals without penalty will not be permitted after the 8th week of the semester. Students must complete the official withdrawal form provided by the Office of the Registrar.

AU-The student was given permission to audit this course. After the last day of late registration (last day of drop/add), students may not transfer from audit to credit status. Students may change from credit to audit up to the official withdrawal date.

CR-The student was given credit for a course. Most often will be used in process of transferring credits from another university.

NC-Units for courses which are graded with a "P" (Pass), or "NP" (No Pass) will not be included in the student's GPA calculation. Units for courses which are graded with a "P" will be counted toward the student's degree requirements; those with grades "NP" will not.

R-Any undergraduate student may retake a course for which he/she received a grade below a B. (A student may exercise this option for no more than four courses, totaling no more than 18CH for College of Medicine and Pharmacy, 12CH for other colleges, for undergraduate student only). A student may use this option only once for a given course within two years. For the course retaken, the lower grade will show as "R" in the transcript. Only the higher grade shall be counted in the determination of the student's grade-point average (GPA). The course retake

policy will not be applied automatically to a student's GPA. After completing the second attempt of a course, a student must submit a request to the University Registrar's Office. Retake course policy will apply for courses taken at Alfaisal University only. (Retake courses policy will not apply for courses taken outside AU). Student to benefit from the retake policy his/her new grade must not be F or DN.

CC/IP-A student who does not complete a course by the end of the semester and his/her project/work will require an extension to the next semester. The final grade will be reported to the student after he/she finishes all requirements of the course.

DN-Any undergraduate who fails in a course because of exceeding the permissible limit of absences or a disciplinary verdict. considered as F on GPA calculate. If the student repeats the course, the grade will not be change to the letter "R" on the transcript, it will be as a letter "DN", and the new grade will be added to the next semester GPA.

Example of Grade Point Average (GPA) Calculation

The following example illustrates the calculation of student GPA. Example:

Course	Credit Hours	Letter Grade	Grade Points	Quality Points
PHL 110	3	B+	3.33	10.00
PHY 105	4	A	4.00	16.00
MAT 110	4	B-	2.67	10.67
MGT 105	2	C	2.0	4
Total			--	40.67

To calculate the semester GPA, for the student record shown above:

1. Multiply the Grade Points of the course by the credit hours for that course. The product of this multiplication will be the quality points.
2. Divide the sum of quality points of all courses by the total of credit hours for the semester.

Semester GPA = **Total Graduate Points (40.67) = 3.13**
Total Credit Hours (13)

The General grade Assigned to the Cumulative GPA at the Time of the Student's Graduation is based on the student's cumulative GPA and calculated as follows:

1. **Excellent**—if the cumulative GPA is no less than 3.50 out of 4.00.
2. **Very good**—if the cumulative GPA 2.75 or higher but less than 3.50 (out of 4.00).
3. **Good**—if the cumulative GPA is 1.75 or higher but less than 2.75 (out of 4.00).
4. **Pass**—if the cumulative GPA is 1.00 or higher but less than 1.75 (out of 4.00).

An annotation on the student's official transcript will indicate the achievement by semester.