

**Graduate Program in Psychometrics
Grading System & Requirements Policy Update
Effective July 1, 2018**

The following policy clarifies the section on “Grading System & Requirements” in the Psychometrics Student Handbooks prior to the 2018-2019 edition. The revised policy applies to all current students.

The purpose of this change in policy is to ensure the Graduate Program in Psychometrics Student Handbook is consistent with updated policies adopted by the School of Graduate Studies. Changes to this policy address the retaking of courses with grades of C and F.

Corresponding sections of previous Handbooks include:

- 2016-2017 Handbook: Pages 31-32
- 2017-2018 Handbook: Pages 28-29

Grading System & Requirements

The grading system identified and explicated below applies to all course assignments, required core courses, elective courses, and to the academic credit given for the dissertation. Graduate programs at Morgan use the following grading system:

- A** Superior
- B** Average
- C** Unsatisfactory
- F** Failing work, must repeat course
- I** Some phase of work is incomplete
- P** Pass for non-letter grade courses
- IP** In Progress (for thesis and dissertations students)
- AW** An administrative withdrawal given for appropriately documented financial, sickness, or unusual nonacademic reason
- W** Official Withdrawal

Grades of D are not given to graduate students at Morgan.

Graduate students at Morgan are required to maintain a minimum cumulative Grade Point Average (GPA) of 3.0 (B-average). A student whose cumulative grade point average falls below 3.0 at the end any semester is automatically placed on academic probation. If the student’s cumulative GPA at the end of two (2) consecutive semesters continues to fall below a 3.0, she or he will be dismissed from the PhD program and the School of Graduate Studies. Thus, when placed on academic probation, students are allowed only two (2) consecutive semesters to improve their cumulative GPA. A student’s semester GPA is computed by dividing the total number of quality points earned by the number of courses taken in a given semester. A total of 4 quality points is given for a grade of A; three (3) quality points are given for a grade of B; and two (2) quality points are given for a grade of C. The GPA is officially determined and calculated by the Office of the Registrar.

Both grades of C and F indicate unsatisfactory academic progress in graduate courses. Students do not earn credit towards their degree for any courses where they receive a grade of F. Grades of F are

computed, however, as part of the GPA. Once a student retakes the course for which the F grade was received and earned a grade of C or better, the higher grade will replace the F grade as part of the GPA computation.

Any course in which a grade of F has been earned or assigned (following the expiration of the time to resolve an Incomplete) must be retaken so that the grade can be replaced using the same original grade option. In Pass/Fail circumstances, the course must be retaken as Pass/Fail. When the course was originally taken for a letter grade, the retake must be registered for a letter grade. Any grade of F must be retaken at Morgan.

Any course in which a grade of C has been earned or assigned must be retaken so that the grade can be replaced using the same original grade option. Any grade of C must be retaken at Morgan.

Use of transfer courses to replace a grade of C is not allowed. Transfers only transfer credit and not course grades. If a student remains eligible for School of Graduate Studies funding after earning a grade of F or C, that funding cannot be applied to courses being retaken. Federal loans carry additional restrictions regarding funding for courses being retaken. The student must consult with the appropriate University Financial Aid Officer regarding funding eligibility and retaking courses.

No course in which a grade of A or B has been earned may be retaken unless the course is specifically designed for repeats. Those authorized, repeated courses will not have the original grades excluded from GPA. The repeatable status of a course is noted in the catalog description of that course and is usually a topics, research, seminar, or guidance course.

Sometimes I grades (or Incompletes) are given. A grade of I indicates that the requirements for a course have not been completed. In the School of Graduate Studies, I grades are given only in exceptional cases. Examples are documented illnesses or other documented emergencies that are beyond the student's control and that preclude the student from completing course requirements. A student's work in a course must be satisfactory to be granted an I grade. An I grade must be removed by the end of the next semester of enrollment following the granting of an I grade, or the incomplete grade will be changed to a grade of F. Accumulating two or more Incompletes that have become F grades demonstrates failure to make satisfactory academic progress and is grounds for academic dismissal. Furthermore, students may not graduate with a grade of I on their Morgan State University transcript.

The evaluation of students' academic performance is the sole responsibility of the faculty member who teaches or supervises a course in which the student is enrolled. It is also the responsibility of the individual faculty member to clearly and precisely indicate and explicate in the syllabus exactly how she or he will evaluate students' performance and how grades will be determined. If students disagree with a professor's evaluation – whether it is an individual assignment or the professor's final grade – they might consider scheduling a meeting with the professor to share their concerns. This meeting may or may not result in changing the student's grade, but it can be used as a vehicle to help answer questions the student may have. However, before any such meeting is scheduled, students should first critically examine their role in the grade they have received and the degree to which their performance could have been better.