

Policy Source: Gwinnett Tech	Owner: Vice President of Academic Affairs	Effective: 1/01/02
Division: Academic Affairs		Reviewed: 5/2024 Revised: 4/2019

### 5.1.27 GT Grading Policy

The purpose of Gwinnett Technical College’s grading system is to establish policies and standards which are fair to all students and ensure that all courses include an effective and uniform policy for assessing and awarding grades.

The grading system and course weights for each course are explained to students by the instructor at the beginning of the semester and are included in the course syllabus. Grades are posted on [www.gtc-web.org](http://www.gtc-web.org) at the end of the semester and are available for student access and review.

**Letter Grades.** Values of letter grades are as follows:

A = 90 - 100	I = Incomplete	EX = Credit by Examination
B = 80 - 89	W = Withdrew	TR = Credit by Transfer
C = 70 - 79	WF = Withdrew Failing	A* = Learning Support
D = 60 - 69	AC = Articulated Credit	B* = Learning Support
F = 59 and below	AU = Audit/Warranty	C* = Learning Support

For students to receive credit for a course, a minimum of 70 percent (C) is required. A course must be completed with a “C” or better before the student will be eligible to start any additional course work that requires the class as a prerequisite.

When students successfully repeat a course in which they received an F or WF, the new grade is added to the transcript. The F or WF also remains on the transcript. An incomplete grade can be given only to students who are passing a course but cannot complete the course for good cause. These students will be awarded an incomplete, or “I” grade, and will be given an extension of three weeks into the following term to complete the course. If the work is not completed within 21 calendar days from the first day of the following term, the “I” grade will be automatically awarded an “F” grade for the course. Under extenuating circumstances, the student may petition the course instructor in writing for a specified extension of time beyond the three-week period, but must do so and receive approval prior to the end of the initial extension period. All continuing education participants will be assigned S, U, or W grades.