

SUBJECT: Scholastic Standards

I. Introduction

The Board provides for a consistent and valid representation of student scholastic progress. The Board also specifies that such progress shall adhere to minimum scholastic standards and shall be granted recognition when superior.

II. Grade Designations

A grade is assigned for each credit course which a student completes, and a passing grade may be earned only if the student is enrolled for the duration of the course. The instructor of record determines all grades for a course. The method of determining a grade is included in the syllabus that is presented to students at the beginning of the course.

Grades and their corresponding rating values are as follows:

	Grade Rating	Transcript or GPA Value
A	Excellent	4 grade points per semester hour
B	Above Average	3 grade points per semester hour
C	Average	2 grade points per semester hour
D	Passing	1 grade point per semester hour
P	Pass for P/F option	Not included in GPA
F	Failing	0 grade point per semester hour
I	Incomplete	Not included in GPA
W	Withdrew Officially	Not included in GPA
AU	Audit	Not included in GPA
CR	Credit for Examination	Not included in GPA
N	No Grade Reported	Not included in GPA
*	Repeat of Course	Included in GPA
()	Course Repeated	Not included in cumulative GPA
[]	Developmental Course	Included in semester GPA only
@	(After Grade) Articulated Course	Not included in GPA
H	(After Grade) Honors Designation	Honors Course

- B. Midland College procedures for determining the credit hours awarded for courses and programs conform to commonly accepted practices in higher education, Texas Administrative Code and Texas Higher Education Coordinating Board guidelines. The semester credit hour is the standard unit of measurement of college work.

The semester credit hour provides the basis for measuring the amount of engaged learning time expected of a typical student enrolled in the traditional classroom settings and in laboratories, internships, studios, clinicals, practica, and cooperative education experiences and in distance education. The value of a credit hour is determined by contact time, the educational experience, and out-of-class preparation by the student.

A semester credit hour is an amount of work represented in intended learning outcomes and verified by evidence of student achievement that approximates not less than one contact hour of classroom or direct faculty instruction and a minimum of two hours out of class student work each week for fifteen weeks of instruction plus one week for final examination for one semester and an equivalent amount of work for other academic activities including laboratory work, internships, co-operative work experiences, practica, and clinicals.

Semester credit hours for online, hybrid or other nontraditional modes of delivery are based upon the learning outcomes and estimated contact hours required to successfully meet those outcomes. Faculty review courses to ensure that the learning outcomes and quality of instruction are equivalent to traditionally-delivered courses.

- C. Grade point averages are computed by dividing the total number of grade points accumulated by the total number of semester hours attempted. Grades of “W” are not included in calculations of grade averages, and incomplete grades are not included until the final grades have been recorded.

- D. Incomplete Grade

A student who does satisfactory work in a course but does not finish due to extenuating circumstances, e.g. major illness, family tragedy, etc., may be eligible to receive an Incomplete (“I”). An “I” grade is given after the student has had a conference with the instructor and an Incomplete Contract has been completed and signed. The contract states the conditions that must be fulfilled and the time permitted for the work to be completed which must be no later than the end of the next regular semester. After the work is completed or the time expired, a final grade will be assigned by the instructor or the division dean if the instructor is unavailable.

In exceptional cases, the deadline may be extended. An incomplete may be extended only once. An extension should be granted only after a conference between the student, faculty member, and the division dean or program/department chair and must have final approval of the division dean. Appeals may be pursued according to student rights and due process procedures.

III. Student Scholastic Standard

- A. Student retention is essential to the Midland College mission, and every effort is made to promote student success. Each student's scholastic standing is dependent upon his/her scholastic performance.
- B. A student's scholastic performance is evaluated relative to a minimum scholastic standard of achieving a minimum of a 2.0 grade point average (GPA) for each regular semester.
- C. A student is in good scholastic standing if he/she has no previous academic record at Midland College or has achieved a minimum of a 2.0 GPA during the most recent regular semester.
- D. A student who falls below a 2.0 GPA during a regular semester will be placed on scholastic probation and will be allowed to enroll for a maximum of only twelve semester credit hours in the next regular semester.
- E. A student who fails to achieve a minimum of a 2.0 GPA for each of two consecutive regular semesters will be placed on enrollment restriction and will not be allowed to enroll for more than six semester credit hours in a regular semester.
- F. To remove the enrollment restriction, the student must complete six semester credit hours during a regular semester or two consecutive summer sessions with a minimum of a 2.0 GPA.
- G. Upon student request, a counselor or faculty advisor may grant an exemption to the enrollment limits resulting from scholastic probation or enrollment restriction. If a student's request for exemption is denied, he/she may appeal this decision in writing to the Vice President of Instruction. Subsequent appeals may be pursued according to student rights and due process procedures.
- H. A student will be notified when placed on scholastic probation or enrollment restriction.
- I. A student will not be placed on scholastic probation or enrollment restriction as a result of scholastic performance during summer sessions. However, scholastic performance during summer sessions may be used to remove scholastic probation or enrollment restriction.
- J. Only semester credit hours and grade points earned at Midland College are used for calculations of scholastic standing.

IV. Student Progress Standard

- A. Course work completion is essential for student success and progress toward obtaining upgraded skills, a certificate, a degree, or transfer hours.
- B. The Student Progress Standard is the completion of at least half of the semester hours attempted each regular semester.
- C. A student who fails to meet the progress standard for two consecutive regular semesters will be placed on enrollment restriction and will not be allowed to enroll for more than six semester credit hours in a regular semester. Completion of at least half of these hours will remove the enrollment restriction.
- D. Upon student request, a counselor or faculty advisor may grant an exemption to the enrollment limit resulting from student progress enrollment restriction. If the request is denied, the student may appeal the decision in writing to the Vice President of Instruction. Subsequent appeals may be pursued according to student rights and due process procedures.
- E. A student will be notified when they have not met the minimum student progress standard.

V. Honor Roll

The honor roll is calculated after the fall and spring semesters. The purpose of the honor roll is to recognize academic credit level achievements of full-time and part-time students enrolled in six or more credit hours. Students earning an average of 4.00 will be included in the President's List; those with an average from 3.50 to 3.99 will be included in the Dean's List. The honor roll designation will appear on the student's transcript.