BP 4230  Grading Symbols

Reference:  *Title 5, Section 55758*;
Board Approved: 11/09/05

Courses shall be graded using the grading system established by Title 5.
The grading system shall be published in the college catalog(s) and made available to students.

*See Administrative Procedure #4230.*

BP 4230  Grading and Academic Record Symbols

Reference:  *Title 5, Section 55023*;

Courses shall be graded using the grading system established by Title 5.
The grading system shall be published in the college catalog(s) and made available to students.

**Note:** If the board has approved a "plus/minus" grading system and/or the “FW” grade, the following paragraph(s) should be included.

The grading system shall include the "plus" and minus" designation in combination with letter grades, except that C minus shall not be used.
The grading system shall include the “FW” grade for unofficial withdrawal.

*See Administrative Procedure [ # ].*

Revised 9/01, 8/07
BP 4231  Grade Changes (NEW)

References: *Education Code Sections 76224 and 76232; Title 5 Section 55025*

The [CEO] shall implement procedures to assure the accuracy and integrity of all grades awarded by faculty. The procedures shall include, but not necessarily be limited to, the following:

- Assurance that in the absence of mistake, bad faith, fraud or incompetence, the grades awarded by faculty shall be final.
- Procedures for students to challenge the correctness of a grade.
- The installation of security measures to protect grade records and grade storage systems from unauthorized access.
- Limitations on access to grade records and grade storage systems.
- Discipline for students or staff who are found to have gained access to grade records without proper authorization or to have changed grades without proper authorization.
- Notice to students, faculty, transfer institutions, accreditation agencies and law enforcement agencies if unauthorized access to grade records and grade storage systems is discovered to have occurred.

Also see BP 3310 titled Records Retention and Destruction, AP 4231 titled Grade Changes, and BP/AP 5040 titled Student Records.

BP 4235  Credit by Examination

Reference: *Title 5, Section 55753*
Board Approved: 11/09/05

Credit may be earned by students who satisfactorily pass authorized examinations. Courses for which such credit may be obtained are identified by the code letters CE, GE and OE following the course description in the college catalog. The President/Superintendent shall establish administrative procedures to implement this policy in consultation with the Faculty Senate.

See Administrative Procedure #4235.
BP 4235 Credit by Examination

Note: If the District grants credit by examination, the following policy applies:

Reference: Title 5 Section 55050

Credit may be earned by students who satisfactorily pass authorized examinations. The CEO shall establish administrative procedures to implement this policy.

See Administrative Procedure #4235.

BP 4240 Academic Renewal

Reference: Title 5, Section 55764
Board Approved: 11/09/05

An enrolled student may petition to have previously recorded substandard academic performance excluded from GPA and units completed calculations if it is not reflective of a student’s demonstrated ability. The President/Superintendent shall establish procedures that provide for academic renewal.

See Administrative Procedure #4240.
BP 4240  Academic Renewal

Reference:  *Title 5 Section 55044*

Previously recorded substandard academic performance may be disregarded if it is not reflective of a student's demonstrated ability. The *CEO* shall establish procedures that provide for academic renewal.

See Administrative Procedure [ # ]

Revised 2/08