

## Minimal Grade Policy

### 1. Purpose

Minimal Grade Policy is designed to monitor the success of the program students and ensure the quality of the graduates. This policy has purpose of determining the minimal acceptable grades at the master's level and the ways of preventing students' poor performance at graduate level.

### 2. Minimal letter grades accepted for students of MAPAP

MAPAP students are expected to not get letter grades lower than B-. The grade of B- is determined as 76% of the coursework for any class of the program. Grades lower than B- are considered not acceptable for the graduate level students at the Department for the reason of MAPAP program being highly applied and all the courses being aimed at getting important hands-on skills and knowledge critical for the career in the field.

### 3. Consequences of getting grade lower than B-

Students who get a grade lower than B- are at risk of failing the respective class. In cases when students complete at least 60% of the grade, they can ask for the grade of Incomplete from the course professor. The following grading scale determines the letter grades at MAPAP:

A	95-100%	B-	75-79%
A-	90-94%	I	60-74%
B+	85-89%	F	0-59%
B	80-84%		

### 4. Procedures for maintenance of good academic standing for students

Students at risk of getting grade lower than B- should be informed by the instructor in a timely manner about the specific problems with their performance in the course. In cases when students have completed at least 60% of the coursework (equivalent of C+) by the end of the course the students are expected to request the grade of Incomplete from a course professor in a timely manner. This procedure has the purpose of ensuring students fully completing the necessary coursework and getting necessary skills upon graduation. In case of a failure to complete the required coursework student will automatically receive an F. Receiving an F will result in automatic suspension of the student with the right to regain their status after one semester.

**5. Procedures following multiple cases of getting lower than minimal grade.**

Students who finish more than one class by means of requesting Incomplete for the reason of poor academic standing will be put on probation. After a third case of getting lower than minimal grade for any class such students will be dismissed with the right to regain their status after one semester. The procedure of status regaining will include the interview with the Program faculty.