



**Entry to Baccalaureate Nursing Practice Division  
Grades and Records**

<b>Policy Number:</b> EBP 2024-013	<b>Version Number:</b> 1
<b>Approval Authority:</b> Baccalaureate Faculty of Rutgers School of Nursing	
<b>Responsible Executive:</b> Executive Vice Dean and Senior Vice Dean for Administration and Student Affairs	
<b>Policy Owner:</b> Senior Vice Dean for Administration and Student Affairs	
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**1. Policy Statement**

Grades represent the quality of the student's performance, measured against standards of knowledge, skill, and understanding, as evaluated by the faculty member.

**2. Reasons for Policy**

Due to the nature of the School of Nursing academic programs, the School of Nursing has grading policies that differ from the [Rutgers Grade and Symbols Policy 10.2.2](#). Students can review the [School of Nursing Catalog](#) for current grading policies.

**3. Who Should Review This Policy**

All undergraduate Rutgers School of Nursing students, faculty, and administration.

**4. The Policy**

**Grade Symbols**

Grades represent the quality of the student's performance, measured against standards of knowledge, skill, and understanding, as evaluated by the faculty member. Grades are reported to the university registrar at the end of each semester using the symbols in the table below. The table also includes the percentage equivalent grade conversions.

**Non-Nursing Courses**

Grade	Definition	Numerical Equivalent	Percentage Equivalent
A	Outstanding	4.0	89.5-100
B+		3.5	84.5-89.49
B	Good	3.0	79.5-84.49
C+		2.5	74.5-79.49
C	Satisfactory	2.0	69.5-74.49
D	Poor	1.0	59.5-69.49
F	Failing	0.0	0-59.49

- Pre-requisites and English Composition: Grades of C or higher required for progression
- General Education/General Electives: Grades of D or higher; however, it is strongly recommended that students retake the course for a passing grade to avoid issues with Satisfactory Academic Progress (SAP), academic progression and/or grade point average (GPA) restrictions.

### Nursing Courses

Undergraduate nursing students are required to receive a grade of C+ or better in all nursing courses ("705" courses).

Grade	Definition	Numerical Equivalent	Percentage Equivalent
A	Outstanding	4.0	89.5-100
B+	Very Good	3.5	84.5-89.49
B	Good	3.0	79.5-84.49
C+	Satisfactory	2.5	74.5-79.49
C	Failure	2.0	69.5-74.49
D	Failure	1.0	59.5-69.49
F	Failure	0.0	0-59.49

### Undergraduate Grade Symbols

Symbol	Definition
T (Temporary)	Grades of TB+, TB, TC+, TC, TD, and TF are used for all incomplete and temporary grades. Temporary grades are given at the discretion of the instructor when coursework requirements have not been properly completed, e.g., major assignments or examinations. The letter following the T represents the grade the instructor would assign if the outstanding work were to remain uncompleted. This temporary grade becomes permanent if the work is not completed as required and notice is not received from the instructor to convert the temporary grade to a permanent one. The permanent grade may not be poorer than the assigned letter grade. Fall semester T grades must be completed by the first week of the spring semester, and spring and summer T grades must be completed by the first week of the fall semester.
X (Examination Not Taken)	Assigned only when the instructor believes a student might have passed the course had the final examination been taken. The student must arrange with the instructor to take a deferred examination. If the student fails to take a deferred examination within two weeks of the close of the semester or the time specified by the instructor in cases of extreme hardship, the X becomes an F. (A TX will become a TF at the end of such deferred examination period.)
XF (Disciplinary Failure)	A grade of XF may be assigned to a student found responsible for a serious violation of academic integrity as part of the sanction for the violation (see <a href="#">Academic Integrity Policy</a> 10.2.13. Section II.B.2.).
W (Withdrawal)	Assigned in the following cases: (1) when a student officially drops a course between the end of the change-of-registration period and the withdrawal period (please refer to Academic Calendar for the appropriate campus: <a href="#">Newark Registrar</a> and <a href="#">New Brunswick Registrar</a> ). A School of Nursing undergraduate student may withdraw from the same required School of Nursing course or required natural

	science course only once.
NG (No Grade)	Where no grade is assigned on the final grade roster, the registrar shall assign an NG (No Grade Given). The NG has no immediate effect on a student's GPA; however, if the situation is not resolved within the following semester, the NG converts to an F and the GPA will be recalculated accordingly.
P/NC (Pass/No Credit)	A nonnumerical grade of Pass (equivalent to grades of A, B+, B, C+, and C) or No Credit (equivalent to grades of D and F) is assigned to any student who has registered for a course on that basis. No more than one course may be taken on a Pass/No Credit basis. This option may be used for general electives only. A student must request the Pass/No Credit option (please refer to School of Nursing website <a href="#">Undergraduate Forms</a> ). This request must be made at the time of registration. This option may not be changed once the course officially begins. Degree credit is given for a grade of Pass. Neither Pass nor No Credit grades are included in the grade-point average.
TX (Semester Work Incomplete and Examination Not Taken).	To be used when the circumstances are such that both the T and X are applicable.
TZ	The TZ grade may be assigned only when a student is unable to finish coursework due to a verifiable emergency. The student and faculty are urged to reach an agreement as soon as possible as to how the course can be completed. The TZ will have no immediate effect on a student's GPA. However, if the situation is not resolved within the following semester, the TZ will convert to an F, and the GPA will be recalculated accordingly.

### Credit Prefixes

Symbol	Definition
E	No credit toward the degree is earned for the course, although the student is responsible for all coursework and must take the final examination. A grade is assigned but is not computed in the student's average,
J	Credits are earned toward the degree, but the grade is not computed in the cumulative grade-point average.
K	Credits are not earned toward the degree, but the grade is computed in the cumulative grade-point average.
P/NC	Course taken on a Pass/No Credit basis.
R	Course has been repeated, and the original grade was D or F.

### Semester Grades Report

At the end of each semester, grades and unofficial transcripts are available through [my.rutgers.edu](http://my.rutgers.edu).

At course midsemester, undergraduate and graduate students in jeopardy of unsatisfactory performance in a nursing course must receive a written or electronic notification from the course faculty or course leader/coordinator.

## **Warning Notices/Progress Reports**

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A midsemester academic warning is assigned to any undergraduate student for reasons including, but not limited to, an average nursing course grade of less than C+ (75 percent); unsatisfactory, unsafe, unethical clinical performance; and/or poor attendance.

Following a midsemester academic warning, it is the responsibility of the student to contact the faculty who issued the warning and develop an action plan. In the event the warning is for unsatisfactory clinical performance, the course leader/coordinator will be notified and review the action plan. Educational Opportunity Fund (EOF) students must also contact their EOF adviser.

Absence of a midsemester warning does not guarantee a student will pass the clinical and/or didactic portion of a course. Students are responsible for monitoring their own progress in the course to ensure they are performing at a satisfactory level.

## **Student Complaints About Grades**

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See the [“Entry to Baccalaureate Nursing Practice and Advanced Nursing Practice Divisions, Grade Grievance Policy.”](#)

## **Double Major and/or Minor**

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**Major:** As a general rule, a major consists of at least 30 credits of coursework in a discipline, but specific requirements are set by the department. If a student elects to seek a second major, the requirements stipulated for each major program must be satisfied. The requirements for each major are established by the appropriate academic department and are subject to modification. Students interested in a second major are urged to consult with the appropriate department chair or program director concerning current requirements for the major, necessary prerequisites, and the acceptability of any transfer credits.

Please note, in order to maintain good academic standing in the nursing program, students must abide by the program of study identified by the faculty to achieve satisfactory progression toward their nursing degree. The primary degree in nursing takes preference over meeting the requirements of the second major.

Once a decision is made to pursue a second major, it is the student's responsibility to file a [Declaration of Major/Minor form](#) in the department that offers the major. The double major is recorded on the student's transcript but only one bachelor's degree is conferred upon graduation.

**Minor:** Minor programs are not required for graduation. In general, a minor consists of 18 to 21 credits of coursework in a discipline, but more specific requirements may be imposed by the department or program area. Students must consult the department for full details, complete and submit the [Declaration of Major/Minor form](#).