





**WEST VIRGINIA COUNCIL FOR COMMUNITY AND TECHNICAL COLLEGE EDUCATION**

Nelson B. Robinson Jr., Chair • James L. Skidmore, Chancellor

## SUMMARY

Title 135  
Procedural Rule  
WV Council for Community and Technical College Education

Series 22  
Grade Point Average for Certificate and Associate Degrees

This rule is regarding the grade-point average required for certificate and associate degrees.

TITLE 1335  
PROCEDURAL RULE  
WEST VIRGINIA HIGHER EDUCATION POLICY COMMISSION COUNCIL FOR COMMUNITY AND  
TECHNICAL COLLEGE EDUCATION

SERIES 22

**GRADE POINT AVERAGE for CERTIFICATE AND ASSOCIATE and BACCALAUREATE DEGREES**

**1. GENERAL**

- 1.1 Scope - Rule regarding grade-point average required for certificate and associate and baccalaureate degrees.
- 1.2 Authority - West Virginia Code §18B-1-1A; ~~48B-4-4~~ 18B-2B-6.
- 1.3 Filing Date - July 2, 2002
- 1.4 Effective Date - August 1, 2002
- 1.5 ~~Repeal of Former Rule - Revises and replaces Title 128, Series 20, and Title 11, Series 20, dated March 30, 1986~~

FILED  
2005 NOV - 1 A M 11:30  
OFFICE WEST VIRGINIA  
SECRETARY OF STATE

**2. GRADE-POINT AVERAGE REQUIRED for GRADUATION**

- 2.1 Quality points are based on the following point values for each semester hour of credit: "A" - 4, "B" - 3; "C" - 2; "D" - 1 and "F" - 0. The grade point average to be computed for graduation purposes (not necessarily each semester) shall be based upon all work for which the student has registered with the following exceptions:
  - 2.1.1 Courses with grades of "W" and "WP".
  - 2.1.2 Courses in remedial and/or developmental education.
  - 2.1.3 Courses taken on a credit/no credit, pass/fail or satisfactory/unsatisfactory basis where a passing grade is earned.
  - 2.1.4 Courses taken on an audit basis.
  - 2.1.5 Courses which have been repeated under the "D/F Repeat Provisions" of this policy.
  - 2.1.6 Courses which are covered under the "Discretionary Academic Forgiveness Provisions" of this policy.

**3. D and F REPEAT PROVISIONS**

- 3.1. If a student earns a grade of "D" or "F" (including failures due to regular and/or irregular withdrawal) on any course taken no later than the semester or summer term during which the student attempts the sixtieth semester hour, and if that student repeats this course prior to the receipt of a baccalaureate degree, the original grade shall be disregarded and the grade or grades earned when the course is repeated shall be used in determining his/her grade point average. The original grade shall not be deleted from the student's record.

#### **4. DISCRETIONARY ACADEMIC FORGIVENESS PROVISIONS**

- 4.1 For purposes of grade-point average required for graduation, public community and technical colleges and universities shall have ~~discretionary authority to~~ establish academic forgiveness in addition to the "D/F" repeat provisions. ~~However, Institutionally established provisions must be consistent with this rule. If institutions elect to disregard prior "D" and/or failing grades, such action must~~ and accommodate the following minimal conditions:
- 4.1.1 Students must not have been enrolled in college on a full-time basis during any semester or term in the last four consecutive years.
  - 4.1.2 Only grades for courses taken at least four years prior to the request for academic forgiveness may be disregarded for grade-point average computation.
  - 4.1.3 In cases where grades may be disregarded for grade-point average computation, these grades shall not be deleted from the student's permanent record.
  - 4.1.4 In instances where students request and gain academic forgiveness from one college ~~or university~~ and then transfer to another institution, the receiving institution is not bound by the prior institution's decision to disregard grades for grade-point average computation.
- 4.2 The provisions included herein shall be considered as minimum standards for extending academic forgiveness provisions. Consistent with institutional policies and mission, individual colleges ~~and universities~~ may impose more stringent provisions in the area of disregarding prior grades for grade-point average computation for graduation.
- 4.3 Institutional policies regarding academic forgiveness for grade-point average computation shall be stated in the institutional catalog. In addition to providing information on the manner in which such provisions may be applied at that institution, the catalog and/or such other publications as are appropriate shall inform students that academic forgiveness extended by one institution may or may not be recognized by other institutions in which the student may transfer.

#### **5. APPLICATION ONLY to GRADUATION REQUIREMENTS**

- 5.1 Institutional officials shall make clear to students the fact that this regulation pertains only to graduation requirements and not to such requirements for professional certification which may be within the province of licensure boards, external agencies, or the West Virginia Board of Education.

APPENDIX B

**FISCAL NOTE FOR PROPOSED RULES**

Rule Title: 135-22 Grade Point Average for Associate and Baccalaureate Degrees

Type of Rule:  Legislative  Interpretive  Procedural

Agency: WV Council for Community & Technical College Education

Address: 1018 Kanawha Boulevard East Suite 700  
Charleston, WV 25301

Contact: James L. Skidmore, Chancellor 558-0265

Phone Number: 304-558-0265 Email: 304-558-1646

**Fiscal Note Summary**

Summarize in a clear and concise manner what impact this measure will have on costs and revenues of state government.

There are no direct costs or revenues associated with this rule.

**Fiscal Note Detail**

Show over-all effect in Item 1 and 2 and, in Item 3, give an explanation of Breakdown by fiscal year, including long-range effect.

<b>FISCAL YEAR</b>			
Effect of Proposal	Current Increase/Decrease (use "-")	Next Increase/Decrease (use "-")	Fiscal Year (Upon Full Implementation)
1. Estimated Total Cost	0.00	0.00	0.00
Personal Services			
Current Expenses			
Repairs & Alterations			
Assets			
Other			
2. Estimated Total Revenues	0.00	0.00	0.00

Rule Title: \_\_\_\_\_

Rule Title: 135-22 Grade Point Average for Associate and Baccalaureate Degrees

3. **Explanation of above estimates (including long-range effect):**  
Please include any increase or decrease in fees in your estimated total revenues.

None

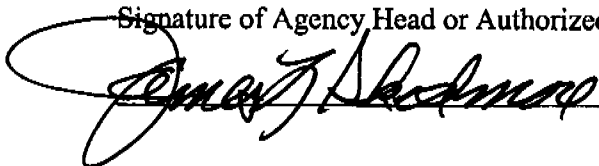
### MEMORANDUM

Please identify any areas of vagueness, technical defects, reasons the proposed rule would not have a fiscal impact, and/or any special issues not captured elsewhere on this form.

None

Date: November 2, 2005

Signature of Agency Head or Authorized Representative

  
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**WV Council for Community and Technical College Education  
Meeting of September 27, 2005**

**ITEM:** *Approval of Series 22, Grade Point Average for Certificate and Associate Degrees*

**INSTITUTION(S):** All

**RECOMMENDED RESOLUTION:** *Resolved, That the WV Council for Community and Technical College Education approves Series 22, Grade Point Average for Certificate and Associate Degrees, for submission to the Secretary of State's Office for a thirty-day comment period and that if no substantive comments are received, the Council extends its final approval.*

**STAFF MEMBER:** Mark Stotler

**BACKGROUND:**

This is one of the Commission policies that was approved for use by the Community and Technical College System until revised or rescinded by the Council. The original policy contained a section on discretionary academic forgiveness provisions. A review of institutional policies revealed that all community and technical colleges have established academic forgiveness in addition to the "D/F" repeat provisions provided for in this policy. The revision to this Series 22 would eliminate the discretionary aspect and require all colleges to maintain academic forgiveness provisions. Academic forgiveness is intended for the student who is returning to college with a grade point deficit and is intended to give them a "second chance."