

**WEST VIRGINIA
SECRETARY OF STATE
JOE MANCHIN, III
ADMINISTRATIVE LAW DIVISION**

Form #5

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OFFICE WEST VIRGINIA
SECRETARY OF STATE

**NOTICE OF AGENCY ADOPTION OF A PROCEDURAL OR INTERPRETIVE RULE
OR A LEGISLATIVE RULE EXEMPT FROM LEGISLATIVE REVIEW**

AGENCY: Higher Education Policy Commission TITLE NUMBER: 133

CITE AUTHORITY: WV Code § 18B-1-1A, §18B-1B-4

RULE TYPE: PROCEDURAL INTERPRETIVE

EXEMPT LEGISLATIVE RULE

CITE STATUTE(S) GRANTING EXEMPTION FROM LEGISLATIVE REVIEW

AMENDMENT TO AN EXISTING RULE: YES NO

IF YES, SERIES NUMBER OF RULE BEING AMENDED: _____

TITLE OF RULE BEING AMENDED: _____

IF NO, SERIES NUMBER OF RULE BEING PROPOSED: Series 22

TITLE OF RULE BEING PROPOSED: Grade Point Average for Associate and Baccalaureate
Degrees

THE ABOVE RULE IS HEREBY ADOPTED AND FILED WITH THE SECRETARY OF STATE. THE
EFFECTIVE DATE OF THIS RULE IS August 1, 2002



Authorized Signature

SCANNED

**TITLE 133
PROCEDURAL RULE
WEST VIRGINIA HIGHER EDUCATION POLICY COMMISSION**

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**SERIES 22
GRADE POINT AVERAGE for ASSOCIATE and BACCALAUREATE DEGREES**

WEST VIRGINIA
SECRETARY OF STATE

Section 1. GENERAL

- 1.1 Scope - Rule regarding grade-point average required for associate and baccalaureate degrees.
- 1.2 Authority - West Virginia Code §18B-1-1A; 18B-1-4.
- 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 131, Series 20, dated March 30, 1986

Section 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.

Section 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.

Section 4. DISCRETIONARY ACADEMIC FORGIVENESS PROVISIONS

- 4.1 For purposes of grade-point average required for graduation, public 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 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.

Section 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.