

**Marks/Grades; Definitions of Grades;
Grading Scale for Undergraduate Students**

Policy Category: General Policy

Subject: Marks/Grades; Definitions of Grades; Grading Scale for Undergraduate Students

Subsections: [Marks/Grades](#); [Terminology/Descriptions of Academic Performance](#); [Additional Information on Transcripts](#); [Incomplete Standing](#); [Marking Scales](#)

Approving Authority: Senate

Responsible Committee: Senate Committee on Academic Policy

Related Procedures: *

Officer(s) Responsible for Procedures: *

Related Policies: [Grading Scale for Graduate Students](#)

Effective Date: September 1, 2024

Supersedes: September 2015

MARKS / GRADES

Undergraduate

Arts and Humanities, Business, Education, Engineering, Health Sciences, Information and Media Studies, Medicine & Dentistry (BMSc, BSc), Music, Science, Social Science, Continuing Studies at Western, and the Affiliated University Colleges: Huron, King's

A+	90 - 100%
A	80 - 89%
B	70 - 79%

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C	60 - 69%
D	50 - 59%
F	below 50% or assigned when course is dropped with academic penalty

Dentistry

http://www.uwo.ca/univsec/pdf/academic_policies/registration_progression_grad/prof_prog_dentistry.pdf

Law

http://www.uwo.ca/univsec/pdf/academic_policies/registration_progression_grad/prof_prog-law.pdf

Medicine (MD)

http://www.uwo.ca/univsec/pdf/academic_policies/registration_progression_grad/prof_prog_medicine.pdf

TERMINOLOGY/DESCRIPTIONS OF ACADEMIC PERFORMANCE

The following terminology will be used for undergraduate courses in Arts and Humanities, Business, Education, Engineering, Health Sciences, Information and Media Studies, Medicine & Dentistry (BMSc, BSc), Music, Science, Social Science, Continuing Studies at Western, and the Affiliated University Colleges (Huron, King's).

One of the following will be entered on the official record of final student evaluation for each student:

A specific mark or grade

AEG Aegrotat

AUD Audit

COM Complete

CR Credit

DEF Deferred Exam

DNW Did Not Write

DRP Dropped (Penalty)

FAI Fail, for course designated pass/fail

FTW Failed Term Work

INC Incomplete

IPR In Progress

NC No Credit

NGR No Grade Reported

PAS Pass, for course designated as pass/fail

PWD Pass with distinction, for courses designated as pwd/pass/fail in

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	Faculties that offer this designation
SAT	Satisfactory
SPC	Special exam
SUP	Supplemental exam, in faculties that offer supplemental privileges
WDN	Withdrawn, if withdrawal is without academic penalty

This regulation also applies to the mid-year examination period.

ADDITIONAL INFORMATION ON TRANSCRIPTS

- 1) Class (i.e., section) average will be added to the transcript (assessing failures as 40%);
- 2) For passing grades, the class size (i.e., section) will be added to the transcript (including failures in the enrollment);
- 3) The university-wide descriptors of the meaning of letter grades outlined as follows were approved by Senate and will be printed on the back of the transcripts:

University-wide grade descriptors:

A+	90-100	One could scarcely expect better from a student at this level
A	80-89	Superior work which is clearly above average
B	70-79	Good work, meeting all requirements
C	60-69	Competent work, meeting requirements
D	50-59	Fair work, minimally acceptable
F	below 50	Fail

In some Faculties, failing grades are distinguished as follows:

F	below 40	Fail
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INCOMPLETE STANDING

A student who, for medical or compassionate reasons, is unable to complete their term work prior to the last day of classes and who wishes an extension in order to complete it, shall submit a written request to the Dean or designate of the Faculty in which the student is registered. The request shall include the following information:

1. the type and extent of the work to be completed;
2. the date on which it is due;
3. the name of the faculty member who will receive and grade it.

Before making a decision, the Dean or designate will consult with the instructor and

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Department Chair or Director. If Incomplete Standing is granted, the Dean shall inform the student, the instructor, and the Department Chair or Director of the date by which a final grade must be forwarded to the Registrar.

Failure of the student to meet the extended assignment deadline shall result in a grade of zero (0) for the assignment unless the Dean authorizes a further extension for medical or compassionate reasons. In any case, students who continue an Incomplete Standing in a course at the beginning of the Add/Drop period of the following registration session (including Fall, January and Intersession/Summer sessions), must reduce their course load accordingly or seek permission for an overload from the Dean or designate of their Faculty.

The authorization of the Chair of the Department or Departmental Graduate Studies Committee shall be sufficient for granting Incomplete Standing for graduate students.

When a grade of Special (SPC) or Incomplete (INC) appears on a student's record, the notation will be removed and replaced by a substantive grade as soon as the grade is available.

MARKING SCALES

Marks for achievement in courses are assigned as follows:

Mark Range	Grade
90 –100	A+
80-89	A
70-79	B
60-69	C
50-59	D
Below 50	F*

* Average calculations will INCLUDE failed marks. All marks below 50% are considered failures. Failing marks below 40% will be included in average calculations as 40%, marks from 40% to 49% will be included as the actual mark reported. A count of failed attempts will be maintained.

Cumulative and term averages will be calculated to two decimal places and rounded to the nearest whole number with .45 rounded up, for the purposes of admission to and progression in modules, scholarship retention, and Dean's Honour List. This rounding provision does not apply to the calculation of individual course grades.