

## Grading policy

### Grades

Existing grading system of Atish Dipankar University of Science & Technology shall be followed.

Class Intervals of Scores	Grade	Grade Point	Interpretation	Remarks
80-100	A+	4	Outstanding	Traditional class equivalent as per MOE, GOB, notification dated 02.06.2009: GPA 3.00-4.00= 1st class GPA 2.25-2.99= 2nd class GPA 1.65-2.24= 3rd class
75-79	A	3.75	Excellent	
70-74	A-	3.50	Quite Excellent	
65-69	B+	3.25	Very Good	
60-64	B	3.00	Good	
55-59	B-	2.75	Quite Good	
50-54	C+	2.50	Above Average	
45-49	C	2.25	Average	
40-44	D	2.00	Poor	
Less than 40	F	0.00	Fail	
	W	0.00	Withdrawn	
	I	0.00	Incomplete	

### Grade Change

Grade change is strongly discouraged. Letter grades may be changed only for posting errors or errors in calculation. If a grade change is inevitable, it must be completed within one semester following the submission of the grade. The program coordinator and department chairs will ask for necessary papers and records to substantiate the grade change.

### Incomplete (I)

The grade of Incomplete (I) may be used in special circumstances. The Incomplete may be given only at the end of a semester to a student whose work is progressing, "but who has left unfinished a small amount of work for completion without further class attendance. The instructor must file with the Registrar an Incomplete Grade form describing the work to be completed, indicating a tentative final grade to be assigned if the work is not completed and the time period in which the work must be completed (no longer than the following semester). The student has the responsibility to take the initiative in completing the work and is expected to make up the incomplete as specified by the instructor. If action is not taken the "I" grade will revert to the tentative final grade. The final grade becomes an "F" if no tentative grade is assigned. In the event the instructor from whom a student received an incomplete is not

available, the disposition of a case involving an incomplete grade resides with the Head of the Department. The grade 'I' must be replaced within one semester after the grade is assigned.