

GRADING SYSTEM

GRADING CRITERIA

A student at Ohio Business College generally receives grades on classroom participation, laboratory and project work, written examinations, and homework.

All final grades are given at the end of each quarter in all subjects taken by the student. Grade cards are distributed to students either through the learning management system of Canvas or hand delivered.

A 2.0 cumulative grade point average/qualitative measure is required for graduation from all programs. For all classes in the trades programs, the following grading scale is used. Refer to the Practical Nursing program grading scale.

Letter Grade	Definition	Quality points
A+	98-100%	4.25
A	93-97%	4.00
A-	90-92%	3.75
B+	87-89%	3.25
B	83-86%	3.00
B-	80-82%	2.75
C+	77-79%	2.25
C	70-76%	2.00
D	60-69%	1.00
F or WF	Below 60% = Failing	0.00

		APPLIES TO:	
		CGP A	PAC E
AU	AUDIT GRADUATE REFRESHER (No grades are assigned) or	NO	NO
AD	AUDIT/REFRESHER DROP	NO	NO

		APPLIES TO:	
		CGP A	PAC E
FR	FAILED REPEAT	Highest Grade	Both initial and new
SR	SATISFACTORY REPEAT	Highest Grade	Both initial and new
- or I	INCOMPLETE or IN PROGRESS	YES	YES
PT	PROFICIENCY TEST	NO	YES
CC	CERTIFICATION CREDIT	NO	YES
T	TRANSFER CREDIT (must have a grade of C or higher)	NO	YES
CF	CARRIED FORWARD (Any credit carried forward due to a program change initiated by the institution)	YES	YES
WD	NO START OR WITHDRAWN DROP/ADD (see catalog for specifics)	NO	NO
W	WITHDRAWN (see catalog for specifics)	NO	YES
WF	WITHDRAWN FAILED	YES	YES
S	SATISFACTORY	NO	NO
U	UNSATISFACTORY	NO	NO
COV	GRADE EXCLUDED (in SAP calculation due to COVID)	NO	NO

****Note:** Refer to the Practical Nursing and Truck Driving Academy sections of this catalog for the Grading System specific to that program.

PRACTICAL NURSING STUDENTS GRADING SCALE

Letter Grade	Definition	Quality points
A	93-100%	4.00
B	85-92.99%	3.00
C	78-84.99%	3.00
F or WF	77.99 or below	0.00

Numerical grades are not rounded and extra credit is not available. Students must earn a grade of C (78%) in each course, and successfully pass all clinical and laboratory components in order to progress to the next nursing course. If a 78% is not earned in the course the student must repeat that nursing course and earn a grade of 78% or higher to progress and to graduate.

NOTE: The passing grade of 78% is higher than the 70% for a passing grade for other OBC programs.

Courses with Theory, Nursing Skills Laboratory, and Clinical Laboratory Experiences

Students must successfully pass each of the components of the course: theory, skills laboratory, and clinical experiences to pass a course that has some or all of the 3 components. Failure of any one or combination of the components will result in failure of the course.

SKILLS LABORATORY

A pass/fail grade is issued for skills lab. Students must earn a satisfactory grade on all skill check-offs to successfully complete the laboratory portion of the class. The letter grade recorded for the course is based on the theory portion and is recorded only after the student passes the skills laboratory and clinical laboratory portions of courses with these learning experiences. However, if a failing grade is earned in the skills laboratory, the course grade is recorded as an F regardless of the grade for the theory portion of the course.

CLINICAL LABORATORY

A pass/fail grade is issued for clinical. Students must achieve a satisfactory score on all areas of the clinical evaluation tool. The letter grade recorded for the course is based on the theory portion and is recorded only after the student passes the skills laboratory and clinical laboratory portions of courses with these learning experiences. However, if a failing grade is earned in clinical, the course grade is recorded as an F regardless of the grade for the theory portion of the course.

TRUCKING GRADING SYSTEM

GRADES

The grading period for the truck driving programs is the completion of each phase. Grades are a measure of a student's ability to meet current employment standards. Each phase of training is graded individually with an average minimum requirement of 80% on all written and skill performance examinations.

A copy of the final grades for each course will be mailed or given directly to the student, upon graduation.

For all phases, the following grading scale is used:

LETTER GRADE	DEFINIT ION
A	93-100%
B	85-92%
C	80-84%
D	75-79%
F	0-74%
I	Incomplete
T	Transfer
W	Withdrawn

If a student is not achieving a successful grade average each week, the student cannot remain at the required 80%; therefore, the student will be placed on Probation (refer to the Probation section). They will be notified in writing and it will be documented in their file.