

GRADUATION REQUIREMENTS FOR ALL PROGRAMS

The successful candidate for a diploma program must meet the following requirements:

1. Provide documentation of graduation from high school with a regular diploma or high school graduation equivalency.
2. Successfully complete all program requirements for the diploma.
3. Meet SAP (Satisfactory Academic Progress) standards of CGPA (cumulative grade point average) of at least 2.00 and PACE (Pace of Progression) of at least 67% of hours scheduled compared to hours completed. Students not earning a cumulative grade point average of at least 2.00 and/or a PACE percentage of at least 67% will earn a Certificate of Completion.
4. Complete and submit an Application for Graduation and Exit Interview during the final quarter before graduation.
5. Be free from all indebtedness to Ohio Business College. Students who have an outstanding balance owed to Ohio Business College will have their diplomas held until the unpaid balance is satisfied.

ADDITIONAL GRADUATION REQUIREMENTS FOR PRACTICAL NURSING:

- ◆ Practical Nursing students must maintain a minimum average of 78% in all nursing courses including earning a passing grade for work in the skills laboratory and in the clinical agencies to progress to graduation.

Nursing Grading Scale

Letter Grade	Definition	Quality points
A	93-100%	4.00
B	85-92.99%	3.00
C	78-84.99%	2.00
F	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.

GRADUATION WITH HONORS

Students who meet the requirements for graduation in any program and whose cumulative grade point average/qualitative measure meets the following criteria will graduate with the honors indicated.

HONOR	MINIMUM GRADE POINT AVERAGE
Cum Laude	3.50
Magna Cum Laude	3.75
Summa Cum Laude	4.00

ACADEMIC HONORS

For students in all programs, the Dean's and President's Lists are formal recognition of superior academic achievement. Students who earn a quarterly grade point average of 3.25 to 3.75 are named to the Dean's List and will receive a Dean's List Certificate. Students who earn a grade point average from 3.76 to 4.25 are named to the President's List and will receive a President's List Certificate. Only full-time students may qualify for these honors. (See Units of Credit under Grading System). Part-time students enrolled in any program will receive a Certificate of Merit for a minimum grade point average of 3.25. Please note that special students are not eligible for honors awards.