



**California Health Sciences University**  
COLLEGE OF BIOSCIENCES AND HEALTH PROFESSIONS  
MASTER OF SCIENCES IN BIOMEDICAL SCIENCES PROGRAM (MSBS)  
GRADING SYSTEM AND QUALITY POINTS POLICY

**PURPOSE**

The purpose of this policy is to define the grading convention of the California Health Sciences University (CHSU) Master of Science in Biomedical Sciences (MSBS) Program.

**SCOPE**

This policy applies to all students enrolled at California Health Sciences University Master of Science in Biomedical Sciences (MSBS) program.

**POLICY STATEMENT**

This policy defines the grading policy and recording of grades on the transcript for the Master of Science in Biomedical Sciences (MSBS) Program.

**RELATED INFORMATION AND PROCEDURES**

**A. Semester Credit Hours**

One (1) unit of credit is assigned for a minimum of 750 minutes of formalized classroom instruction that requires students to work an average of twice the amount of time for out-of-class assignments (1,500 minutes). For courses that include additional workshop and/or laboratory sessions, one (1) credit hour equals 25 clock hours of formalized instruction plus 12.5 clock hours for student out-of-class assignments.

**B. Length of the Semester**

CHSU College of Biosciences and Health Professions-MSBS program defines the fall and spring semester length as 15 weeks and the summer semester length as 8 Weeks.



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## C. Grading System

Cumulative grade point averages are computed with a quality point system. The interpretation of the letter grades and their quality point values is as follows:

### 1. Grading System

Grade	Description	GPA Quality Points
A	90-100%	4.00
A--	87-89.9%	3.70
B+	84-86.9%	3.30
B	80-83.9 %	3.00
B-	76.5-79.9%	2.70
C+	74-76.4%	2.30
C	70-73.9	2.00
F	< 70%	0.00
RC	≥70% - Remediation Successfully Completed	2.00
RF	< 70% - Remediation Failed	0.00
P	≥ 70%	-
NP	< 70%	-

### 2. Percentage Score Earned and Quality Points Awarded

When determining the number of the GPA points to be awarded, percentage scores earned are rounded to the nearest integer/whole number.

### 3. Rounding Percentage Scores Earned

Exam scores are rounded to the nearest integer/whole number. If the first digit to the right of the decimal or in tenths place is less than or equal to 4, the percentage score earned is rounded to the nearest whole number (e.g., 79.4 is rounded to 79). All digits after the decimal point are dropped.



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If the tenth digit is greater than or equal to 5, the grade is rounded to the next whole number (e.g. 79.5 is rounded to 80). All digits after the decimal point are dropped.

### 4. Additional Grade Marks Excluded from Grade-Point Average (GPA)

#### Calculations

Grade	Description	Quality Points
P/NP	Pass/No pass	N/A
IC	Incomplete	N/A
IP	In Progress	N/A
W	Withdrawal	N/A
Y	Pending Remediation	N/A

### 5. Incomplete Grade (IC)

The grade of “IC” (incomplete) may be assigned to a student who otherwise is passing the course but is unable to complete all the required coursework and/or examinations due to extenuating circumstances (such as illness, death in the family, injury due to accident, etc.). The “IC” grade is not counted in the grade point calculation and must be replaced before the student can register for the next academic term unless other arrangements have been made by the Office of Academic Affairs to extend the deadline. If the “IC” mark is not removed within the stated period of time, it will automatically change to a grade of F. In cases of illness or extreme circumstance, the “IC” mark may be changed to a grade of “W” (withdrawal), with the approval of the Program Director.

### 6. In Progress Grade (IP)

The grade of “IP” (in progress) may be assigned by the course directors to students whose work at the end of a term is still in progress because the course requires more than one term to complete. Course requirements for “IP” grades must be completed within one year. A grade of “IP” automatically changes to an “F” or “NP” (depending on the selected grading method) after one year if the course requirements are not completed and no other grade is assigned. “IP” grades count as credits attempted and as credits earned upon completion of the course. Students with “IP” grades



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are not re-enrolled for the course and cannot use these credits for enrollment or financial aid in subsequent terms.

### D. Graduation With Honors

The Designation of “Honors” for graduation will be determined by the cumulative average earned at CHSU MSBS Program.

#### 1. Types of honors

i. **Honors:** 3.5 to 3.74

ii. **High Honors:**  $\geq 3.75$

A student who receives a grade of NP/F/RC/RF in any course will not qualify for any Honors recognition unless an exception to this policy is granted by the Director of the program.

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### RESPONSIBILITIES

This policy is the responsibility of the program Director, who has delegated responsibility for the standards within the policy to the Office of Academic affairs for the MSBS Program.

### HISTORY (R\*)

Approval Date(s):

6/6/2023

Effective Approval Date:

Revision Date(s):

Reviewed Date(s):

5/15/2023

**R:** Program Director

**A:** Office of Academic Affairs and Registrar

**C:** Graduate Student Progression Committee (GSPC), Faculty, Staff, and Legal

**I:** All CHSU Community