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## Evaluation of Student Learning

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### POLICY STATEMENT

Instructors will evaluate student achievement of course learning outcomes, and students will be regularly informed of their progress. Evaluation measures will be clearly set forth by the instructor in the course syllabus. A variety of evaluation methods relevant to the learning outcomes may be used.

Instructors are expected to evaluate student learning regularly throughout the course. The following grading options may be assigned upon completion of the course according to grading criteria articulated in the course syllabus:

**Standard Grading** (computed in the student's Grade Point Average) **ABCD FSU**

<b>A</b>	Excellent 4 grade points per semester hour
<b>B</b>	Good 3 grade points per semester hour
<b>C</b>	Average 2 grade points per semester hour
<b>D</b>	Below Average 1 grade point per semester hour
<b>F</b>	Failure 0 grade point per semester hour
<b>S</b>	Satisfactory ( <i>not computed in GPA</i> )
<b>U</b>	Unsatisfactory ( <i>not computed in GPA</i> )

Yavapai College encourages each student to explore areas of study outside the major field of study. The S/U grading option is one way the College stimulates this exploration.

The "S" grade is defined as equivalent to a grade of "C" or better on the conventional grading scale of A-F. A course completed with an "S" grade indicates appropriate subject area knowledge to satisfy the prerequisite requirement of a related higher-level course.

Specified courses are graded only S/U. Students in other course who prefer the S/U grading option must notify the class instructor. Conditions of Satisfactory/Unsatisfactory (S/U) grading:

- Since some college and universities limit the number of credits completed with S/U grading that will transfer, or restrict the way that such credits may be applied to degree requirements, it is recommended that students preparing to transfer select the S/U grading option only for elective courses.

- A maximum of twelve (12) hours of “S” credit from 100- and 200-level courses may be applied toward Yavapai College graduation requirements. S/U grading is not an option for courses applied to the Arizona General Education Curriculum (AGEC).
- S/U grades are not computed in the students’ Yavapai College grade point average.

**Classifications** – not included in GPA

<b>I</b>	Incomplete
<b>AU</b>	Audit (no credit)
<b>W/Y</b>	Withdraw from the course (initiated by faculty or administration)

**Incomplete (I)**

The “I” classification may be assigned when the student has completed a significant majority of the work required in the course with a “C” or better before the end of the semester in which the student is enrolled, but is unable to complete the course do to extenuating circumstances. The student must request the “I” option and agree to the instructor’s requirements for course completion. The instructor will establish a deadline for completion; the maximum of which can be 45 calendar days. If the work required is not completed by the deadline established by the instructor, the grade specified by the instructor will be posted to the student’s permanent record. The “I” grade must be replaced by a letter grade or S/U grade at the conclusion of the course or at the time of the established deadline.

**Audit (AU)**

Students must enroll in the AU grading option and pay an additional fee at the time of registration. The AU grade only documents satisfactory course attendance, not the completion of course requirements and learning outcomes. The AU grade may not be changed to another grading option once the class begins. Courses completed with the AU grade may not be applied toward degree/certificate requirements, do not transfer to other institutions, do not count toward financial aid eligibility, and do not document prerequisite preparation for other courses.

**Withdraw (W) and (Y) Statuses**

A “W” status documents a student initiated withdraw effectively removing the student from enrollment for a course. The “W” status indicates that the student’s enrollment in the course was discontinued. A “Y” status documents the withdrawal of a student from enrollment in the course by faculty or administration.

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**POLICY HISTORY**

Adopted Fall 2006  
 Revised April 3, 2018

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