

Rowan University  
Undergraduate and Graduate Programs  
Transcript Key

**Terms and Semester Hours**

Rowan University's undergraduate and graduate programs operate under the semester system with two semesters of 15 weeks each. Summer sessions are three to eight weeks. Each semester hour represents a period of approximately fifty minutes in length each week for fifteen weeks or the equivalent. An Intersession Program (specialized three-week courses) was offered each January from 1974-1981. Since January 2009, an Intersession has been offered as a stand-alone term between the fall and spring semesters. The College of Graduate and Continuing Education became the Division of Global Learning & Partnerships in the Fall of 2014. Global Learning and Partnerships offers eight-week online and hybrid courses with variable start dates, as well as seven to eight-week onsite modules.

**Course Numbering System**

**Effective Fall 2006-Present**

A two to four character alphabetic Subject Code represents the academic subdivision. This is followed by a 5-digit group. In this group, the first two digits indicate department or discipline; the third digit indicates the level of the course (0 and 1 lowest level or fundamental, 2 intermediate level, 3 and 4 advanced levels, 5 and 6 graduate levels, 7 and 8 doctoral). The last two digits are the course number.

**Effective Summer 1973–Summer 2006**

The course numbering system used is the seven-digit HEGIS taxonomy for academic subdivisions of knowledge. The first four digits conform to the academic subdivisions, the fifth to the level of the course (0 and 1 lowest level or fundamental, 2 intermediate level, 3 and 4 advanced levels, 5 and 6 graduate levels, 7 and 8 are doctoral). The last two numbers are the course numbers.

**Effective Fall 1969–Summer 1973**

The first two numbers in a 5-digit group indicate department or discipline; the third number indicates the level of the course (0 non-credit, 1 lowest level or fundamental, 2 intermediate level, 3 and 4 advanced levels, 5 and 6 graduate levels); the last two numbers indicate the course number. For example: 01321 – 01 Art, 3 advanced, 21 course number. In a 6-digit group, the third digit is a zero and is used to separate the discipline number from the level and course numbers.

**Grading System**  
**Effective Fall 1988-Present**

<b>Grade</b>	<b>Description</b>	<b>Grade Point Value</b>
A	Excellent	4.0
A-		3.7
B+		3.3
B	Good	3.0
B-		2.7
C+		2.3
C	Fair	2.0
C-		1.7
D+		1.3
D	Poor	1
D-		0.7
F	Failure	0
P	Pass	
S	Satisfactory	
NC	No Credit	
IN	Incomplete	
IP	In Progress	
W	Withdrew	
WP	Withdrew Passing	
WF	Withdrew Failing	
AU	Audit	
NR	Grade Not Recorded	
E	Repeated Course	
EX	Exchange-course taken at another institution	

## **Previous Grades**

<b>Grade</b>	<b>Description</b>
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FR	Failure to Record
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R	Repeated Course
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U	Unsatisfactory
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WD	Withdrew
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Prior to Fall 1998 plus/minus grades were not in effect.

Grade point averages (GPA) are calculated by dividing the quality points (total grade point value) by the quality hours. Grades of IN, NC, P, IP, W, WD, WP, WF, NR or AU are not calculated in the grade point average.

Prior to Fall 1989, cumulative GPAs were calculated to two decimal places.

## **Academic Honors**

Qualifications for academic honors at Commencement are based upon the student's academic average at the end of the first term of the senior year. The average is based upon a minimum of 36 semester hours of course work completed at Rowan University at the time of computation.

Honors are awarded according to the following scale:

3.450-3.649 Cum Laude

3.650-3.849 Magna Cum Laude

3.850-4.000 Summa Cum Laude

Diplomas and students' transcripts shall indicate academic honors based upon the cumulative grade point average achieved at the end of the senior year. Honors will be recalculated for grade changes that have been approved within 90 days after the end of the student's final semester.

Prior to Fall 1989 all cumulative GPAs were calculated to two decimal places for honors designation.

## **Relevant Academic Policies**

**Stop Out Policy (Fall 1993 – present)** – Any student who does not register for two consecutive regular academic semesters will lose matriculated status at the end of the drop/add period of the third semester.

**GPA Forgiveness (2010 – present)** – Undergraduate students who started at Rowan University as native freshmen, earned a cumulative GPA less than 2.0 during their first academic year at Rowan University, left the University after their first academic year, and have not attended classes at Rowan University for a minimum of two consecutive years may apply to have their grades forgiven and their GPA restarted at 0.0. Rowan University courses in which the student received a C or

better are accepted as transfer credits. The grades will not count toward GPA. The credits may count toward graduation, but will not count toward the required minimum of 30 credits taken in residency. No credit will be granted for courses in which a C- or lower was earned.

Academic Restart (6/80-9/98) – Students restarted their academic program, saving the previous academic credits without being penalized by unsatisfactory GPAs.

The complete current policies are available at <http://www.rowan.edu/provost/policies/>.

Updated July 2013