INTRODUCTION

The objective of this policy is to ensure that a uniform grading scale for student evaluation is used throughout all undergraduate and graduate nursing courses. Consistency in awarding grades establishes common standards of achievement, enabling students to have a relative expectation for grading in each course, and offers students and stakeholders a relative measure of the level of a student's mastery in a unit or course.

POLICY:

The grading scale for ALL nursing courses, including nursing electives, is as follows:

- 92-100  A
- 83-91  B
- 74-82  C
- 66-73  D
- 65  F
- Incomplete  I

Approved by Nursing Faculty 10/24/14; 03/22/19
The following grading and evaluation practices apply to all nursing students in the Undergraduate BSN program at the University of North Dakota. Grades in individual theory and clinical courses are determined by course faculty, based on the assignments to assess student learning and attainment of objectives within their courses, which are identified in course syllabi.

1. **Grading**
   Letter grades are given for nursing theory and clinical courses. Students must earn a minimum grade of “C” and maintain an overall GPA of 2.75 or better in all required courses in the program. A final grade of D or F is considered to be a course failure. According to University policy, grades cannot be given over the telephone or discussed over e-mail.

2. **Grading Scale**

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage Range</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>92.00-100%</td>
</tr>
<tr>
<td>B</td>
<td>83.00-91.99%</td>
</tr>
<tr>
<td>C</td>
<td>74.00-82.99%</td>
</tr>
<tr>
<td>D</td>
<td>66.00-73.99%</td>
</tr>
<tr>
<td>F</td>
<td>Below 65.99%</td>
</tr>
<tr>
<td>I</td>
<td>Incomplete</td>
</tr>
</tbody>
</table>

- There will be no rounding up of grades for any reason
- There will be no extra credit offered for any reason
- All students must achieve an average of 74% on all proctored exams to pass the course

3. **Point Allocation**
Point allocation will be the same for all courses in the curriculum, as noted below.

<table>
<thead>
<tr>
<th>Credit Course</th>
<th>Points Range</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 credit</td>
<td>200 – 300 points</td>
</tr>
<tr>
<td>2 credit</td>
<td>300 – 400 points</td>
</tr>
<tr>
<td>3 credit</td>
<td>400 – 500 points</td>
</tr>
<tr>
<td>4 credit</td>
<td>500 – 600 points</td>
</tr>
</tbody>
</table>

4. **Active Learning**
- In addition to assignments such as reading, active listening, collaboration and reflection, the courses in the curriculum will involve active learning participation. Students will be expected to participate in active learning through discussion, small group activities, presentations, writing, problem-solving, case studies, role playing, and displaying professional behaviors in the classroom.
- These activities may be graded to promote the use of evidence-based research, analysis, synthesis and evaluation of course content with the goal of improving student learning outcomes.
- Graded activities will include a rubric to provide grading consistency and expectations.

5. **Assignments/Quizzes/Clinical Paperwork**
- All assignments must be submitted on time in the manner specified by the course faculty.
- Late work will not be accepted and the student will receive a 0%, unless the late submission has been approved by the course faculty at least 24 hours prior to the date the work is due.
- Late assignments may affect the final grade in the course.
6. Test Blue Print
   • All courses will include an internal Test Blue Print for each exam in the course.
   • The Test Blue Print will follow the format of the Test Blue Print in Assessment Technologies, Inc. (ATI) or ExamSoft and will provide information on the percentage of test questions in each content area.

7. Exams/Clinical/Lab Experiences
   • Assessment of student learning exams are given in all theory courses.
   • A comprehensive exam or project will be given at the end of the semester in every theory course.
   • Students must notify the course faculty at least one hour prior to missing a scheduled exam, lab, or a clinical experience. It is the student’s responsibility to notify the faculty by sending an email through the UND e-mail system of their inability to be present. Phone calls and text messages are not acceptable means of notification. Any exams must be made up within the time-frame outlined in individual course faculty syllabi.
   • A student may challenge an exam question by providing a written statement (including supporting evidence and a referenced citation) as to why the answer selected by the student may be correct within five school days of the date the exam was given. Any changes in the grading of the test item will apply only to the student challenging the question.
   • An excused absence may be given for reasons of illness, death of a family member, or other serious need determined by the practicum instructor (i.e. a vacation, attendance at a wedding, work schedules, or other planned event, etc. will not be given an excused absence). Faculty may require that students provide additional documentation related to their absence.

8. Record of Grades
   • Students are responsible to know what their grades are during the course and are expected to review the gradebook frequently. Students should contact course faculty to discuss a plan to improve, if appropriate.
   • If an assignment is not noted in the student’s gradebook on Blackboard the assignment, it is then treated as though the student did not complete the assignment. The student must provide written documentation as proof of submission of the assignment/exam for the assignment to be considered for acceptance.
   • It is a good practice to make sure your assignments are submitted well before the due date to avoid last minute technical issues that may interfere with submission of the assignment.
   • A student may challenge a grade on an assignment within five school days of the date the grade was given.
   • It is the student’s responsibility to be aware of their grades are and contact the course faculty for a plan to improve.

9. Incomplete grades
   • Incomplete grades will be given in accordance with UND policy.

10. Clinical Grades
    • Grades are earned in clinical courses based on the student's ability to apply knowledge and skill to client care, to meet the clinical objectives for the course, and to give safe, competent nursing care.
    • The clinical instructor evaluates student performance after every clinical experience. Periodic written evaluations on student progress will be individually reviewed and signed by the student and faculty during student evaluation sessions.
    • Responsible members of the health team may also contribute their observations of students' performance to be added to the evaluation of students.