

Mercer County Community College
Division of Math, Science and Health Professions
Nursing Program

POLICY

Policy: CALCULATION OF GRADES

Purpose: To standardize course grade calculation across the nursing program.

Procedure:

1. Prior to the start of each semester, Course Coordinators will determine the percent value for each exam/assignment. This information is to be included as part of the course outline available to students.
2. Earned grades for each exam, will be maintained using the ParTest/ParScore system and calculated grades will be entered in Grade Book in Blackboard by the Course Coordinator.
3. Scantron forms serve as the official exam grade.
4. Extra credit points are added after a student achieves a passing grade in the course.
5. No grades will be rounded
6. All grades are final.
7. Grade books must be turned into the Nursing Office, along with a copy to the Division Office at the end of each academic semester or session.

Effective Date: February 24, 2009

Revised Date: 5/20/11, 6/20/12, 4/13, 9/13, 1/14, 5/15

Approved by:  , Director