

## For all students

- All courses will be graded.
- Second semester grades will be figured with 3rd quarter counting for 50% of the final grade and 4th quarter counting for the other 50%. For example, an 85 B for 3rd quarter and a 70 C for 4th quarter will be figured as follows:  
$$85(50\%) + 70(50\%) = 77.5 \text{ C}$$
- **If a student's final grade in a course will improve, or is equal to, their current cumulative GPA, the student will be awarded the letter grade. If a student's final grade in a course will not improve their cumulative GPA, then they will be awarded a "Pass". A "Pass" means they will receive a graduation credit but no GPA points. This means the course will count towards their graduation credits but will not negatively affect their GPA. If a student receives a letter grade, the appropriate GPA points will be figured into their cumulative GPA (ex: A = 4.0, B+ = 3.4, B = 3.0, etc).**
- A student may choose to take the course grade (A-D only) instead of a "Pass" for the course **even if it does not improve their GPA**. If a student chooses to take the course grade, the appropriate GPA points will be figured into their cumulative GPA (ex: A = 4.0, B+ = 3.4, B = 3.0, etc).
- Any course that has an overall failing grade for the semester or who has not completed the "required" work for that course will have an Incomplete (no GPA or course credit) placed on the transcript until the required work is completed or improved upon to reach a passing grade
- Online Edgenuity classes will remain Incomplete until the course is completed.
- Dual Credit course procedures will remain the same, the HS grade will be the same as what the student earns for college credit. Students will earn GPA points as appropriate according to their grade in the class.

## For Students Receiving an Incomplete

- "Required" work for each course will be determined by the instructor
- Students with incomplete assignments need to communicate with teachers to determine the "required" assignments for credit
- If the student has an incomplete at the end of the semester, the course will only be changed to "Pass", the student **will not** have the option of taking the final grade for the course
- Note that more than 2 incompletes for this semester would make a student ineligible to compete in high school athletics in the fall semester according to IHSA by-laws
- Any work completed after the Incomplete has been assigned (over the summer) will be assessed, and the Incomplete will be cleared, when we return to school in the fall