



**ST. JOSEPH'S COLLEGE OF NURSING at
St. Joseph's Hospital Health Center
Syracuse, New York**

SJCON: GRADING AND STANDARDS FOR ACADEMIC PROGRESS POLICY

NURSING THEORY & CLINICAL COURSES:

- Students must achieve a minimum passing grade of **78% “C+”** in all nursing courses and a satisfactory grade in clinical to pass and progress in the nursing program. St. Joseph's College of Nursing reserves the right to not round grades.
 - Failure to complete clinical objectives will result in failure of the course.
 - Students are required to comply with the Clinical Attendance Policy.
- The student must successfully repeat both theory and clinical components of a failed nursing course.
- A first failure by a student in any nursing course will be eligible to request for reinstatement. Refer to the Academic Probation Policy.
- A second failure in any nursing course will result in academic dismissal. Refer to the Readmission Policy.
- The student forfeits the opportunity for returning on academic probation and/or readmission to the program if dismissed due to failing to provide safe care, academic dishonesty, failing the same course twice and/or failing a course after they have been on academic probation and/or readmitted.

NURSING ASSESSMENT AND SKILLS LAB COURSES:

- Refer to the CEL Policy.
- If a student fails the lab course, they cannot progress to the next theory course.
- If the student passes the lab course but fails the theory course, the lab course does not need to be repeated. Students returning to complete a theory course after being withdrawn from the College for more than one term, will be required to pass all competencies in the lab course associated in order to provide safe care in clinical. Students returning after a leave of more than two terms will be reviewed on a case-by-case basis for potential requirement of passing all competencies from previous lab courses.

LIBERAL ARTS/SCIENCE COURSES:

- The student must successfully repeat a liberal arts course in which a minimum grade of “C” was not achieved. A second grade achieved below a “C” in a liberal arts course will be referred to administration for review.

Additionally:

- Students overall testing grades that are <78 are referred to the Student Success Coordinator.
- Students overall testing grades that are < 80 are recommended to meet with the Student Success Coordinator.
- The grading policy for NSG 111, 121, 211, and 214 is strictly pass/fail. Lab competencies, quizzes and the medication math exam are considered when grading.
- Grade point averages (GPA) will be computed at the end of each semester/term. In the event a student fails a course and later retakes it, both grades will be recorded. However, only the second grade will be computed in the index. If the student retakes a course at an institution other than St. Joseph's or Le Moyne College, the course will revert to a transfer status credit and neither grade will be computed in the index. All grades and grading codes will be sent electronically to the Registrar/Bursar. **St. Joseph's College of Nursing requires a minimum grade of 78% "C+" in all nursing.** Transfer credits are not included in the computation of the cumulative GPA. Refer to the Transfer Credit Policy.
- Students must successfully complete all pre- and co-requisite courses.

Grading Criteria:

Letter	A	B+	B	C+	C	D+	D	F	I
Percentage %	100-90	89-86	85-82	81- 78	77-76	75-72	71-69	<69	Incomplete

Tiered Grading for Late Assignments:

Any work that has been submitted after a deadline has passed is classified as late except in cases where an extension has already been agreed due to mitigating circumstances and approved extensions.

A student who submits work at 1 minute past a deadline or later will therefore be subject to a penalty for late submission. An assignment is considered late if it is submitted any time past the due date/time listed in the syllabus. At that point, a penalty for late submission will be applied as follows:

- 1 day late (up to 24 hours past submission day/time) = **10- points deduction**
- 2 days late (24 to 48 hours past submission day/time) = **20-point deduction**
- Anything submitted more than 48 hours after the assignment due date/time will receive a grade of **zero**.

****Please note:** If a student submits their assignment on time but the link does not work or the file format does not open when being graded by the faculty, the following will occur:

- Faculty will notify the learner via e-mail and give them a time frame of 24 hours to resubmit a working link or file format, but the grade will still reflect the late assignment deduction(s) (see above).

Grading codes:

- I** **Incomplete** indicates the student has not completed course requirements within the established timeframe. It is a temporary grade assigned by faculty and must be resolved within the time period specified in writing by faculty. Failure to do so results in the grade of “F”.
- M** **Military Leave**
- W** **Withdrawal** prior to designated drop date
- WP** **Withdrawal in good academic/clinical standing** after designated drop date
- WF** **Withdrawal not in good academic/clinical standing**
- AD** **Administrative Dismissal** due to failure to meet school obligations including financial, moral, ethical or any Trinity/College of Nursing policies; Transcript will reflect “F”
- P** **Pass** will be used for final grading of lab
- S** **Satisfactory** will be used for final grading of clinical practice
- U** **Unsatisfactory** will be used for final grading of lab & clinical practice
- US** **Unsafe** will be used for final grading of clinical practice. Students who have demonstrated unsafe clinical behaviors are not eligible for reinstatement
- Z** **Code of Conduct Violation**

DOCUMENT CONTROL TRACKING FILE

Title: Grading & Standards of Academic Progress Policy	
Document Owner: Dean for SJCON	
Reviewed by the following:	
Progression Committee	Date: 6/18 5/19 9/19 2/20 6/25
SJ Legal Department	Date: 11/20
Faculty Council	Date: 6/22
Dean's Advisory Council	Date: 8/22 6/23
Administrative Approvals:	
<p>Andrew Wolf, Dean of College of Nursing</p> <p>Additional Approvals:</p> 	
<p>Revisions:</p> <p>4/19 Policy placed online</p> <p>5/19 No revisions.</p> <p>9/19 Removed: BSC 201 must be successfully completed to enter NSG 123. BSC 202 must be taken prior to or concurrent with NSG 123 and both must be successfully completed to be promoted to 200 level nursing courses.; added: CLINICAL LAB COURSES: If the student passes the lab course but fails the theory course, the lab course does not need to be repeated. The student has the opportunity to refresh their skills that correlate with the theory course by meeting with the faculty, CEL supervisor, or to shadow key lab sessions as needed; Refer to the curriculum guidelines for pre/co-requisite requirements to progress in the nursing program.</p> <p>2/20: Added "All obligations, financial or otherwise, must be cleared in order for students to receive official transcript grades, be promoted, or graduate." From the archived academic standing policy. Editorial changes.</p> <p>12/20: Added grading policy and changed title; editorial changes; added failure to meet standards section</p> <p>6/22: Provided more structure and alignment to the "Grading Policy" and "Standards for Academic Progress Policy". Revised both to reflect the new Criteria for Grading, which includes using Testing and Assignments in all of the student's final grades. Clarified with registrar.</p> <p>1/23: Provided clarification for referring to the Reinstatement & Readmission Policy.</p> <p>6/2023: Change passing grade from 76 to 78% C+ and added tiered grading Late assignment</p> <p>6/2025 Removed obligations, including financial, as reason to withhold transcript or graduation. Edited lab course auditing per edits from the Academic Probation Policy. Edited to 'administrative review' for students taking liberal arts courses and needed more than two attempts to pass with a C. Updated course requirements for lab grade to be lab competencies, quizzes and med math exam.</p>	
Original Date:	Reviewed/Revision Dates: 6/18 5/19 9/19 2/20 11/20 12/20 6/22 1/23 6/23 6/25

ALL POLICIES & GUIDELINES LOCATED ON SJCON SHAREPOINT

<https://mytrinityhealth.sharepoint.com/sites/sjcon>

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