



Grading Policy

The HUF grading system is based on principles of consistency and transparency. Faculty award grades based upon criteria that are clear and visible in the course syllabus. It is a requirement that to meet minimum performance standards to both pass a course and to remain enrolled in the Program and all students should be aware of the academic regulations and expectations regarding academic standards therein.

HUF uses a letter grade system to facilitate GPA calculation which is important both to remain in good academic standing and for the award of the degree. Grades and grade points represent the final measure of a student's performance in a course. A grade is issued for each course attempted. The following grades are used at Holmes University Florida:

Grades	Percentage Equivalent	Credit Earned	Credit Attempted	Grade Points	GPA Calculation	SAP Calculation
A – Excellent	90.0-100	Y	Y	4	Y	Y
B – Above Average	80.0-89.99	Y	Y	3	Y	Y
C – Average	70-79.99	Y	Y	2	Y	Y
D – Passing	60-69.99	Y	Y	1	Y	Y
F – Failing	Below 60	N	Y	0	Y	Y
I – Incomplete	N/A	N	N	N/A	N	N
P – Passing	60-100	Y	Y	4	Y	Y
S - Satisfactory	60 – 100	N	Y	4	Y	Y
CLEP - 3rd Party Test	N/A	N	N	N/A	N	N
CR – Credit	CR	N	N	N/A	N	N
WP – Withdraw/Pass	N/A	N	Y	N/A	N	N
WF – Withdraw/Fail	N/A	N	Y	0	Y	Y
WNA-Withdraw/ nonattendance	N/A	N	N	0	N	N

The University expects students to complete all course requirements established in the syllabus.

A grade of incomplete may be assigned, with the approval of the Campus Director and the instructor, when course work is not completed due to circumstances beyond the student's control. An incomplete grade represents a formal written agreement among the instructor, the Campus Director, and the student for the submission of unfinished coursework under prescribed conditions. Students must initiate



their request for an incomplete on or before the final day of classes by contacting the Campus Director. If approved, all necessary individuals sign the Incomplete Agreement Form and the date is set by which time all outstanding coursework must be submitted. The student shall have 14 calendar days into the next scheduled course to complete the course requirements. If course requirements are not met, the Registrar will automatically convert any incomplete grade not removed by the student to a failing grade (F).

A grade of WP is assigned when the student voluntarily withdraws in writing from a course and the instructor determines that the student's work is satisfactory at the time of withdrawal. The WP grade is not included in the calculation of the GPA.

A grade of WF is assigned when the student voluntarily withdraws from a course and the instructor determines that the student's work is unsatisfactory at the time of withdrawal. A WF grade has the same academic effect as an F grade when computing the GPA.

Certain courses are available as Pass/Fail. The P grade is included in the calculation of the GPA.

The S grade is used to denote a passing grade for the University's developmental or other courses that do not yield academic credit.

Credit grades (CR) are used for transferred grades and are omitted from calculation of the GPA.

Third-party test scores (CLEP) are obtained from University-approved third party test agencies and are omitted from the calculation of the GPA.

A WNA grade is used when a student does not attend any class and completes no academic work but fails to withdraw from the class.

Source: Holmes University Florida Academic Catalog 2026/27, "Grading", pp. 35–36. Where there is any inconsistency between a policy and the Academic Catalog, the Academic Catalog prevails.