

Earned Credit Hours

The course in which a student has obtained “D” or higher grade will be counted as earned credit hours. Any course in which a student has obtained “F” grade will not be counted towards his/her earned credit. In that case he/she will have to retake the course.

Incomplete (I)

Incomplete (I) grade may be assigned in special circumstances at the discretion of course teacher. The student has to take the initiative to remove the “I” grade within 15 days of the following trimester. If action is not taken, the “I” grade will revert to “F”.

Retaking a course (R)

Students may select to retake a course if he or she thinks grade improvement is possible. Students who wish to retake a course must register for the course again and will have to pay tuition and other applicable fees. Degree requirements for both Undergraduate and Graduate Programs: CGPA 2.00.

