

**University of Colorado Denver
College of Architecture and Planning**

Revised – February 8, 2008

Title: Grading Policy for Graduate and PhD Programs
Source: College of Architecture and Planning

Introduction

Although the work for graduate degrees in the College of Architecture and Planning is specified partly in terms of credit hours, these degrees will not be conferred merely for the completion of a specified period of residence and the passing of a given number of courses. A student is expected to demonstrate a level of accomplishment, interest and desire commensurate with his/her level in the program. Grades are indicators of a student's demonstrated accomplishment and performance.

The University has established and documented certain minimum or maximum requirements in the "Rules of the Graduate School Denver Campus." The University rules may be found at: <http://www.ucdenver.edu/academics/colleges/Graduate-School/about-us/Pages/about-us.aspx>.

However, these rules allow each College/School to create more stringent rules and regulations to meet its professional or accreditation needs, taking precedence over any minimum or maximum university requirement. If the College/School rule in a given category addresses only part of the material covered by the university requirement or generic rule, then the university requirement or generic rule will apply in all areas where the College/School rule remains silent.

Within the College of Architecture and Planning, each program has specific rules and regulations related to their program. The rules for each program are listed below.

Minimum Grade Point Average

University Requirements

- A minimum cumulative grade point average of 3.0 in courses applied to a degree program is required. When a graduate student's cumulative G.P.A. falls below 3.0, the student and the department will be notified and the student will be placed on academic probation. Refer to the Academic Probation and Suspension section of this document for procedures specific to the College of Architecture and Planning.
- Grades of D and F cannot be applied to the completion of a graduate program. The student must retake the course.
- Credits transferred from another institution are not calculated in the UCD grade point average.

Urban and Regional Planning

- Same as the University requirements, except that a student receiving the grade of C+ or lower in a core course will be required to retake the course.

Landscape Architecture

- Same as the University requirements, except for a student receiving C+ in a studio. The student will be allowed to register for the subsequent studio in the sequence. However, the student must earn a minimum grade of B in the subsequent studio to avoid having to repeat the studio in which the C+ was received. A student receiving a grade of B- or lower in that subsequent studio will be placed on academic probation and be required to retake the studio.
- A student receiving the grade of C or lower in a studio will be placed on academic probation and required to retake the studio.

Architecture

- Same as the University requirements, except that a grade of C+ or lower in a lecture course cannot be applied to the completion of this graduate program. A student who receives a grade of C, D, or F in a course must retake the course.
- Students receiving C+ in a studio will be allowed to register for the subsequent studio in the sequence. The student must earn a minimum grade of B in the subsequent studio to avoid having to repeat the studio in which the C+ was received. A student receiving a grade of B- or lower in that subsequent studio will be placed on academic probation and be required to retake the studio.

Academic Probation and Suspension

The College of Architecture and Planning manages its own academic probations and suspensions, similarly to the general rules described by the UCD Graduate School. This policy and procedure is the same for all graduate programs within the College, except for the PhD program which is described in the following section.

In order to keep students informed of their performance throughout the semester, the College of Architecture and Planning requires that faculty members notify students who are at risk of receiving a B- or lower. The faculty member must notify the student and return a completed Faculty Feedback Form to the Student Services Officer prior to the ninth week of the semester. However, due to course and assignment schedules faculty may not have assigned grades within the first nine weeks of a semester. In such situations the faculty should include a notice of this in his/her syllabus.

A student having a G.P.A. that falls below 3.0 or does not meet the departmental studio requirements described in the rules section above will be placed on academic probation. Students placed on academic probation must meet with the Department or Program Chair to discuss performance deficiencies and strategies for improvement. At the end of the semester following placement on probation, the student's overall G.P.A. must be at least 3.0, as well as a 3.0 G.P.A. in courses taken that semester. Students are allowed one semester to obtain these G.P.A.'s, or they are put on suspension. A suspended student is eligible to apply for readmission after one year. Approval or rejection of this application rests jointly with the Program and the Dean.

There is an exception if a student is in his/her first semester and has a G.P.A. that falls below 3.0. That student will be given a warning and required to meet with the

Department or Program Chair to discuss performance deficiencies and strategies for improvement. At the end of the following semester the student's overall G.P.A. must be at least 3.0, as well as a 3.0 G.P.A. in courses taken that semester, or he/she will be put on academic probation.

Academic Probation and Suspension for the PhD Program

Each year, before the end of spring semester, the Ph.D. Program Committee reviews the progress of all students enrolled in the program. This review is intended to monitor:

1. the students' performance in courses taken;
2. if applicable, their advance towards completion of the dissertation; and
3. work as an instructor, teaching assistant or research assistant.

Advisors prepare a brief annual report for students whose committees they chair, summarizing progress during the past year. These reports become part of the students' files. Ordinarily, the reviews will result simply in a revalidation of students' enrollment in the program. However, in rare cases, students may be informed of concerns that have arisen. In these instances, the Program Director, in consultation with the advisor and Program Committee, will advise students in writing of recommended actions to address these concerns. Students' insistent refusal to respond appropriately may lead to their suspension and discontinuation in the program.

A student receiving a grade of F in any course is automatically placed on academic probation. Probationary status as per UCD Graduate School rules shall not be allowed to extend beyond three semesters (including summer session) during which the student is enrolled. Failure on the part of the student to remove himself/herself during this time interval will result in automatic suspension. A suspended student is eligible to apply for readmission after one year.