PER CREDIT

Grades with associated grade points per credit

<table>
<thead>
<tr>
<th>Grade</th>
<th>Grade Points Per Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>4</td>
</tr>
<tr>
<td>AB</td>
<td>3.5</td>
</tr>
<tr>
<td>B</td>
<td>3</td>
</tr>
<tr>
<td>BC</td>
<td>2.5</td>
</tr>
<tr>
<td>C</td>
<td>2</td>
</tr>
</tbody>
</table>

Excluded from the GPA calculation are:

- S or U (Satisfactory or Unsatisfactory) in courses taken on the pass/fail basis.
- SD/UD (Satisfactory-Disruption/University Disruption-No Credit): special grading option for students in response to the COVID-19 events.
- CREDIT/NO CREDIT COURSES

Some courses are designated as being offered on a Credit/No Credit basis. The transcript for the course will indicate either CR, meaning the student earned the credits for which the course was offered, or N, meaning that the student did not earn any credit even though enrolled for the course. Students may not take such courses on any other basis.
PASS/FAIL
POLICY ON USE OF PASS/FAIL GRADING OPTION FOR UNDERGRADUATES
This policy concerns the use of the pass/fail grading option for degree-seeking undergraduate students. According to the UW–Madison grading scale, grades of S (satisfactory) and U (unsatisfactory) are the transcripted grades that are used for what is commonly known as pass/fail. It applies only to courses that use the default A–F grading scale and that also allow students to choose to take a course on a pass/fail (PF) basis.¹

The instructor enters the letter grade earned by students on the grade roster, and those letter grades are subsequently recorded as a pass (S) or fail (U) on the student record. A pass (S) will be recorded when a letter grade of A through C is earned. A fail (U) will be recorded when a letter grade of D or F is earned. In addition to the S or U notation, the student transcript includes the symbol # for courses that were taken on a pass/fail basis. Neither the S nor the U is used in computing the grade point average. Instructors are not informed that a student has elected to take the course pass/fail.

STUDENT ELIGIBILITY
Students must be in good academic standing according to their school/college in order to be eligible to request the pass/fail grading option.

Undergraduates may carry one course on a pass/fail basis per term and a maximum of 16 credits during their undergrad career. The summer sessions collectively count as a single term.

Required courses cannot be taken on a pass/fail basis. The student’s school or college may review the request to take a course pass/fail and reject requests for non elective work. It may be difficult for the school or college official to determine whether a course is an elective or being used to fulfill a requirement since a student’s enrollment or the way a course is being used in the specific program of study may change. Ultimately it is the student’s responsibility to be sure that the requested course is an elective. Students are strongly advised to consult with an academic advisor before taking a course pass/fail. Courses taken on a pass/fail basis will not count for non elective requirements even if they would normally count toward such requirements.

Each school or college is responsible for clearly communicating to its students what the definition of “good academic standing” is and what a free elective is.

In each school or college, the office responsible for academic policy exceptions is authorized to make exceptions to the pass/fail policy.

PROCESS FOR REQUESTING THE PASS/FAIL GRADING OPTION
Students indicate that they would like to have a course they are enrolled in graded on a pass/fail basis by completing a course change request via their Student Center (see CourseChange Request for detailed information). Students may submit pass/fail requests via their Student Center from the time that they enroll until midnight on the Friday at the end of the fourth week of fall and spring semesters. (For modular and summer session courses, pass/fail requests must be submitted by midnight Friday of the week in which the session is one-fourth completed).

The deadline for requesting the pass/fail grading option is posted on the Office of the Registrar website (https://registrar.wisc.edu/dates/). These deadlines are based on the idea that the pass/fail option is intended to encourage students to explore educational opportunities that they might otherwise not be willing to attempt. Pass/fail is not intended as a way for students to avoid academic consequences.

Once the student has submitted the request to take a course on a pass/fail basis the request is routed via Student Information System workflow to an academic dean in the school or college for approval or further communication with the student. The school/college official must approve the request before the grading option is changed to pass/fail by the Office of the Registrar.

Students can see whether a course is being graded on a pass/fail basis in the MyUW Student Center’s Academic Records > View Grades section.

¹ For study abroad programs operated by the College of Engineering, courses taken abroad toward an engineering major will be posted as pass/fail. This occurs automatically and is not a student option; this practice is not covered or affected by this policy.

FAILURES
Every course grade of F counts as 0 grade points and remains permanently on the transcript. If the course is repeated, the original F will remain on the transcript and will be included in computing the GPA.

INCOMPLETES
An Incomplete may be reported for a student who has carried a subject with a passing grade until near the end of the semester. If a student is unable to take or complete the final examination because of illness or other circumstances beyond his or her control, the student may be granted an Incomplete. An Incomplete is not given to a student who stays away from a final examination except as indicated above. In the absence of such proof the grade shall be F; even with such proof, if the instructor is convinced that the student cannot pass, the grade shall be F.

Undergraduate students enrolled in the College of Letters & Science must complete the course work for which they received the Incomplete by the end of the fourth week of classes of their next term of enrollment at UW-Madison (exclusive of summer sessions). Failure to do so will result in a lapse into a grade of F, unless the time limit has been formally extended. Letters & Science students should see the L&S section on Incompletes (http://guide.wisc.edu/undergraduate/letters-science/#Incompletes) for important details.

Undergraduates enrolled in schools or colleges other than Letters & Science must complete the course work for which they received the Incomplete by the end of their next term of enrollment (exclusive of summer sessions). Incompletes incurred in the last term of enrollment may not be removed after five years of absence from the university without special advance permission of the student’s associate or assistant dean. Such Incompletes remain on the record permanently but do not lapse into a grade of F.

AUDIT
Students may audit eligible courses with instructor and academic dean consent, and if no laboratory or performance skills are involved. Auditors may not recite or take examinations but are expected to attend classes regularly and do some assigned work. Although courses for which students enroll as an auditor are factored into tuition, such courses do not earn academic credit and do not count in determining full-time/part-time load for enrollment certification in an academic term. Students initiate a request to audit by completing a course change request via their MyUW
and diplomas, until the account is paid. If the balance is not paid by the due date, a late fee is assessed and a hold is placed to prevent future enrollment and release of official transcripts. 

Mailing a check to the Bursar’s Office, or placing a check in the first-floor lobby dropbox. For detailed payment information, see Payment Methods (https://bursar.wisc.edu/student-tuition-account/payment-methods/) on the Bursar’s Office website.

Student Center payment portal.

For questions about tuition rates, student account activity and billing questions, contact the Bursar’s Office.

For more information and the full text of Wisconsin Statutes, Section 36.27(2), see the Office of the Registrar website (https://registrar.wisc.edu/residence/) or contact a residence specialist at 608-262-1355 or ResidenceForTuition@registrar.wisc.edu.

Nonresident students who plan to use federal veteran benefits such as the post-9/11 GI Bill may be eligible for resident tuition rates even though they are formally classified as nonresidents of Wisconsin. If you plan to use veteran benefits while enrolled at UW-Madison, you may wish to speak with University Veterans Services at 608-265-4628 or veterans@wisc.edu for more information about how to use your military benefits at the University.

RESIDENCE FOR TUITION PURPOSES

At the University of Wisconsin-Madison, residence for tuition determinations is governed by Wisconsin Statutes 36.27(2). The standards to qualify as a Wisconsin resident are unique to this law and may differ from standards used to determine residency for other purposes, such as voting, paying taxes, obtaining licensures, and other forms of residency. In general, eligibility for resident status requires that an independent student (or the student’s parent, if the student is a dependent) must demonstrate bona fide residency in Wisconsin for at least twelve months immediately prior to enrollment for any term. However, the law also states that individuals who come to Wisconsin primarily for educational purposes do not qualify as Wisconsin residents for tuition purposes, even if they meet the remaining eligibility criteria. As a result, students who begin their enrollment as nonresidents usually maintain nonresident status for the duration of their enrollment.

While all individuals who do not demonstrate eligibility under Wisconsin Statutes 36.27(2) will be classified as nonresidents, the law does provide a limited set of exceptions to twelve-month period normally required to establish bona fide residency. These exceptions pertain to some (but not all) individuals who are refugees in Wisconsin, who have certain military or veteran statuses, or who have relocated to Wisconsin for full-time, permanent employment under certain conditions. If you have questions about whether your circumstances might align with the exemptions noted here, you may wish to contact a residence specialist to discuss your residency further.

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MINNESOTA RECIPROCITY FOR TUITION RATES

Minnesota residents who are certified by the Minnesota Office of Higher Education for the appropriate term to attend UW-Madison under the Minnesota-Wisconsin Tuition Reciprocity Agreement will be assessed the approved reciprocity tuition rate, plus the segregated fees assessed all UW-Madison students. Students under this program will be classified as nonresidents of Wisconsin. Minnesota residents must apply to the Minnesota Office of Higher Education for the appropriate term to attend UW-Madison under the Minnesota-Wisconsin Tuition Reciprocity Agreement.

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651-642-0567 or 1-800-657-3866

They may also be directed to the UW–Madison Office of the Registrar (https://registrar.wisc.edu/):
333 East Campus Mall #11101
Madison, WI 53715-1384
registrar@em.wisc.edu
608-262-3811