

POLICY ON GRADING

“Incomplete” grades for all students will be due within one month from the close of the semester. If no grade is sent, the incomplete grade is automatically changed to an “F” grade. “Incomplete” grades are posted on the student’s [permanent](#) records. Exceptions to this rule are approved in writing and filed with the Academic Dean.

When an “F” graded course is repeated, only the repeat grade counts. Though both attempts remain on the student’s transcript, the cumulative GPA will reflect only the grade of the repeated course. A student may not repeat a course more than three times.

A student whose semester GPA has fallen below 2.0 is placed on Academic Probation. Two consecutive semesters of academic probation result in Academic Suspension. The student may not be readmitted to St. John Vianney until he has taken courses at another institution in order to bring his overall GPA back up to 2.0 or higher. Readmission is not automatic, but the Admissions Committee who will make a recommendation to the Rector must review it.