

**Manhattan Area Technical College
Institutional Policy and Procedure Manual**

Policy No. 4.2.7

Title: Grading Scale	
Originated By: VPIS	Date: 11/2005
President / Board of Directors Approval Date: 11/2005	
Revised by: CAO	
Revision/Review Date: 6/2026	

Purpose: The purpose of this policy is to establish the college-wide grading scale for credit courses at Manhattan Area Technical College and to define the process for approved program-specific deviations that are more stringent than the college standard.

Policy Statement: Manhattan Area Technical College maintains a college-wide minimum grading scale for all credit courses. The grading scale for each course must be stated in the course syllabus and communicated to students at the beginning of the course.

A home program may establish a more stringent grading scale for its courses when the nature of the program requires a higher standard. Any program-specific grading scale must be approved through the appropriate academic review process and must be clearly stated in the syllabus and other course materials.

College Standard: Unless otherwise approved under this policy, the standard MATC grading scale is:

Letter Grade Percentage Range

A	90–100
B	80–89
C	70–79
D	60–69
F	59 and below

This standard is intended to provide a consistent baseline across the college while allowing academic programs to set higher expectations when appropriate.

Program-Specific Standards: Program-specific grading scales may be more stringent than the college standard when approved by the home program and the CAO. Such standards may be applied to all courses owned by that program, including courses taken by students outside the program, when the course is identified as a home-program course.

Examples of more stringent grading scales may be established for select programs such as nursing, or other program areas where external accreditation, licensure requirements, or professional standards require higher minimum achievement levels.

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Syllabus Requirement: Every course syllabus must include the grading scale used for the course. If a course uses a grading scale that differs from the college standard, the syllabus must clearly identify the higher standard and explain that the course uses an approved program-specific grading scale.

Students must be informed of the applicable grading scale at the beginning of the course so that expectations are transparent and consistent.

Administration and Approval: The CAO, or designee, is responsible for oversight of this policy. Program-specific grading scales must be reviewed and approved before implementation.