

**BY ORDER OF THE COMMANDER  
& PRESIDENT AIR UNIVERSITY (AETC)**

**AIR UNIVERSITY INSTRUCTION 36-2627**

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**Personnel**

**GRADING AND COURSE NUMBERING FOR  
AIR UNIVERSITY DEGREE PROGRAMS**

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This instruction implements AFPD 36-26, *Total Force Development*. It documents the grading scale and course numbering system used in Air University (AU) degree programs. It applies to all AU schools and colleges degree programs except the Community College of the Air Force (CCAF) and the Air Force Institute of Technology (AFIT). Refer recommended changes and/or corrections to this publication to the Office of Primary Responsibility (OPR) using the AF Form 847, *Recommendation for Change of Publication*, through your chain of command. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with Air Force Manual (AFMAN) 33-363, *Management of Records*, and disposed of in accordance with the Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS) located at <https://www.my.af.mil/afrims/afrims/afrims/rims.cfm>.

**SUMMARY OF CHANGES**

This revision adds academic course numbering for the United States Air Force Test Pilot School (USAFTPS) and Masters of Military Operational Art & Science with Leadership Concentration. The original Masters of Military Operational Art & Science was changed to Masters of Military Operational Art & Science with Joint Warfare Concentration. The School of Advanced Air and Space Studies (SAASS) Master Degree title changed from Master of Strategic Studies to Master of Philosophy in Military Strategy. Guidance on determining amount and level of credit awarded for courses was added.

## 1. Policy.

1.1. The grading scale and academic course-numbering system for degree programs were established by the AU Registrar with the approval of the Air War College (AWC), Air Command and Staff College (ACSC), and School of Advanced Air and Space Studies (SAASS) academic deans. When adopted in May 1999, SAASS had already adopted the grading scale and course numbering system.

1.2. All students in degree programs will receive course grades based on a four-point system which plus and minus grades can be utilized. Academic courses that make up a degree program are numbered in accordance with guidance in this instruction.

## 2. Grading Symbols.

2.1. To measure scholastic attainment of students enrolled in AU degree programs use the grading symbols and corresponding quality points at Table 2.1:

**Table 2.1. Grading Symbols.**

<b>Grading Symbol</b>	<b>Quality Points</b>
A	4.0
A-	3.7
B+	3.3
B	3.0
B-	2.7
C+	2.3
C	2.0
C-	1.7
D	1.0
F	0

### 2.2. Explanation of Grading Symbols.

2.2.1. Grades A through F are normally awarded at completion of course requirements.

2.2.2. In addition to grading symbols in Table 2.1, Pass (Pass) and Fail (No Pass) grades may be awarded for designated courses according to school policy. Pass grades count only toward hours attempted/earned and do not affect the grade point average (GPA). Fail (No Pass) grades count only as hours attempted but do not count as hours earned nor do they affect the GPA.

### 3. Course Numbering for Degree Programs.

3.1. The academic course numbering system for graduate programs at AWC, ACSC, USAFTPS and SAASS includes an alpha prefix of up to four letters (SAASS exception) plus a three or four-digit number.

3.1.1. The alpha prefix designates the subject area or type of course (elective) for AWC, ACSC and USAFTPS. At SAASS, the school's original acronym – SAAS – was used as the alpha prefix. That alpha prefix was changed to SAASS when the name changed from School of Advanced Airpower Studies (SAAS) to School of Advanced Air and Space Studies (SAASS).

3.1.2. Table 3.1. identifies the numbering series for academic courses that make up the degree programs.

**Table 3.1. Numbering Series.**

School	Numbering Series	Degree Program
ACSC	5500 5600	Master of Military Operational Art & Science
ACSC	5300	Master of Military Operational Art & Science Concentrations
AWC	6000	Master of Strategic Studies
SAASS	600	Master of Philosophy in Military Strategy
USAFTPS	5400	Master of Science in Flight Test Engineering

3.2. Other master's degree programs offered in the future will use 5000-5299 to designate the academic courses that comprise such programs.

3.3. Undergraduate degree programs offered in the future will use the 3000 and 4000 series for upper-level baccalaureate programs.

3.4. Changes or additions to course numbering for degree programs will be coordinated with the AU Registrar IAW AUI 36-2306, *Air University Educational Program Review*.

### 4. Determining amount and level of credit awarded for courses

4.1. Air University employs sound and acceptable practices for determining the amount and level of credit awarded for courses, regardless of format or mode of delivery.

4.2. Generally 15 contact hours equate to 1 semester hour of academic credit.

DAVID S. FADOK, Lieutenant General, USAF  
Commander & President, Air University

**Attachment 1****GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

AFPD 36-26, *Total Force Development*, 27 September 2001

AUI 36-2306, *Air University Educational Program Review*, 24 September 2007

***Adopted Form***

AF Form 847, *Recommendation for Change of Publication*

***Abbreviations and Acronyms***

**ACSC**—Air Command and Staff College

**AFIT**—Air Force Institute of Technology

**AU**—Air University

**AWC**—Air War College

**CCAF**—Community College of the Air Force

**GPA**—Grade Point Average

**SAASS**—School of Advanced Air and Space Studies

**USAFTPS**—United States Air Force Test Pilot School