

CET Academic Policies

High School and Pre-College Programs

CET is committed to maintaining the highest academic standards in all of its programs, and to equipping all CET students for academic success abroad. CET asks students to approach their academic work with seriousness, dedication, and honesty, and to respect the rights of their classmates, roommates, and faculty to do the same.

The following policies aim to safeguard these standards. Violation of the academic policies may result in grade reductions, disciplinary action, and/or dismissal from the program.

Credit Transfer

Upon successful completion of program coursework, students receive a transcript from Dickinson College. Transferability of credit to a US college or university is at the discretion of that institution.

Academic Integrity

Academic dishonesty of any kind during the program – from the start of the application process to the end of final examinations – is not tolerated. Academic dishonesty includes but is not limited to:

- Plagiarizing or using someone else's work without proper citation.
- Cheating or helping a classmate cheat.
- Falsifying academic records.
- Submitting work that has already received credit in another course or program.

If students have any doubt about what might constitute plagiarism, it is their responsibility to consult with faculty or onsite academic staff.

Attendance and Participation

Attendance in class, orientation sessions, internship placements, field-based course components, and co-curricular activities is an integral part of successful participation in a CET program. Attendance requirements are outlined in the CET Attendance Policy.

Exams and Assignments

Students are required to take all exams as scheduled, and to submit all assignments on time. Exceptions are made only for documented academic, medical, or personal extenuating circumstances, and must be approved by program faculty and onsite academic staff.

Pass/Fail and Auditing

Students may not audit courses or take a course on a Pass/Fail basis. As a policy, CET grants letter grades for all courses.

Grade Appeals

Students have the right to appeal any grade that they feel has been unfairly granted. The grade appeal process is addressed in academic orientation and the Grade Appeal Form is available upon request.

Transcripts

Students receive an official transcript six to eight weeks after successful completion of program coursework. Upon request, CET will send an official copy of the transcript to a designated college or university. Additional transcripts may be requested for a fee.

Grading

All CET programs use the following scale in assessing student performance.

Quantitative Scale		Qualitative Scale
A	93-100%	A range: Excellent. Consistently outstanding performance throughout the semester.
A-	90-92%	
B+	87-89%	B range: Good. A solid performance that is above average, but not outstanding.
B	83-86%	
B-	80-82%	
C+	77-79%	C range: Satisfactory. An average performance wherein the minimum criteria listed in the course syllabus has been achieved.
C	73-76%	
C-	70-72%	
D+	67-69%	D range: Minimal pass. Work is seriously deficient in multiple areas including reasoning, writing, attendance, and participation.
D	60-66%	
F	59% and below	F: Failing. Work that fails to meet the minimum criteria in all aspects.
I	N/A	I: Incomplete. A placeholder for coursework that is being completed after the conclusion of the program, or due to an early withdrawal from it. If the coursework is not completed by the established deadline, the final grade will be calculated on the basis of the work performed.

Different grading scales may exist for direct-enroll courses at host institutions, and for programs transcribed by US partners.