

A system of letter grades of A, A-, B+, B, B-, C+, C, C-, D+, D, D-, ~~F, LW and Z~~ is employed except for those courses approved for Pass/Fail grading. With some restrictions, students may elect the Pass/Fail option for one elective course each semester. Students electing the option are graded with the usual letter grade, but the grade of P is entered into the academic record for any letter grade of D or higher. A cumulative index of 2.0 is required for graduation for undergraduates, and a 3.0 for graduate students. A grade of Z should be given when a student unofficially withdraws from a class (stops attending and fails to complete sufficient graded requirements.) For the complete University Grading Policy see: [http://www1.udel.edu/registrar/faculty\\_staff/gradeinfo.html](http://www1.udel.edu/registrar/faculty_staff/gradeinfo.html)

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In the seventh week of the semester, each faculty member will be provided with grade rosters indicating the freshmen and first-time undergraduates enrolled in his or her classes. Faculty are responsible for reporting a meaningful mid-semester letter grade (A, A-, B+, B, B-, C+, C, C-, D+, D, D-, ~~F or Z~~) for each of these students in accordance with the Registrar's Office guidelines. (Rev. 5/6/85; Implemented Fall 1991)

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On or around the last day of class for the term, grade rosters will be available on-line to faculty members. These grade rosters should be checked for completeness and discrepancies reported to the Registrar's Office. Faculty are responsible for reporting a final grade for each student at the end of the semester, in accordance with Registrar's Office guidelines. When a grade of F or Z is recorded for a student, the last date of attendance or date of last graded assignment will be required. In the event that a student fails to complete a course for illness or other reason deemed adequate by the instructor, the grade of I (Incomplete) is given. The appropriate catalogs should be consulted concerning the various other grades used at the University.

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Changes in grade, in most cases, are initiated by the instructor of the course. A change in a permanent grade must also have the approval of the dean of the college where the course is offered if the dean does not approve the change. Occasionally, a change of grade may be initiated by a department chair but only when the course instructor has left the University and cannot be located or is deceased.

If a student has a grade grievance, the student must follow the specified procedure in the Student Guide to University Policies, "Grade Grievance and Other Related Academic Complaints." In cases where a student has filed a grade complaint under these procedures, the decision of the ad hoc committee appointed by the Academic Appeals Committee of the Faculty Senate shall be final.

If a student is responsible for committing an act of academic dishonesty, the faculty may impose a grade penalty. See Section 3.1.5 of this document and the Student Guide to University Policies for more details. Credit toward a baccalaureate degree is given for all courses in which a grade of D- or higher is earned by the student. In graduate programs, courses with grades lower than a C- cannot be counted toward a graduate degree. In both undergraduate and graduate degree programs, all grades are averaged to determine satisfactory completion of degree requirements. (Editorial revision 5/98)

Deleted: The Student Judicial System is mandated to impose an automatic grade of "F" if a student is found guilty of academic dishonesty. (Rev. 4/81)

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