

## General Legislative Action

At its meeting on April 15, 2021, the Faculty Senate approved Class B Legislation to amend *Student Governance and Policies*, Chapter 110 (Grades, Honors, and Scholarship). President Ana Mari Cauce has also approved the proposed legislation. This legislation updates Chapter 110 with current grading policies of the Graduate School, School of Law, School of Medicine, and School of Dentistry. The faculty was given the opportunity to submit written objections to its substantive nature, under the Faculty Code, Chapter 22, [Section 22-74](#) Senate Procedure: Class B Actions. There was one objection to this legislation.

### **Class B Legislation Student Governance and Policies Scholastic Regulations Chapter 110, Grades, Honors, and Scholarship**

#### **Background and Rationale**

The Faculty Council on Academic Standards and the Office of the University Registrar, recommends amending Scholastic Regulations Chapter 110 (Grades, Honors, and Scholarship) based on the following findings:

- When reviewing this chapter for possible revisions it became apparent that many sections had not been updated for many years. This was especially apparent with the Graduate School and professional school sections for the School of Law, School of Medicine, and the School of Dentistry.
- In the spirit of honoring gender inclusivity, prior references to “his and her” are being changed to the corresponding noun.

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### **Student Governance and Policies**

#### **Scholastic Regulations Chapter 110**

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##### **A. System of Grades**

The following shall be the system of grades, subject to the exceptions noted in Subsections B, C, D, and E of this section.

##### **5) The Grade RD**

- e) For DL courses that do not follow the quarter schedule, the grade RD shall be assigned to any course dropped after the 14th calendar day after the start of the course and no later than two weeks before the end of the maximum term for completion of the course, as specified at the time of registration. The date of withdrawal shall be noted on the transcript. The provisions of Subsections 1.A.5.c and 1.A.5.d. **shall also apply.**

##### **B. Grading Practices for Graduate Students**

To provide for consistency in reporting of grades for graduate students, the system of numeric and letter grades listed in [Subsection 1.A](#) shall be used subject to the following special provisions:

### 1) Minimum Grade Level

Grades below 1.7 will be recorded as 0.0 by the Registrar and will not count toward total credit count or grade and credit requirements. A minimum of 2.7 shall be required in each graded course which counts toward satisfying graduate degree requirements. A minimum cumulative grade-point average of 3.0 is required for graduation.

### 2) The Grade I

- a) An Incomplete may be given as indicated in [Subsection 1. A.3.a](#). **with the exception that an incomplete received by the graduate student does not automatically convert to a grade of 0.0 but the "I" will remain as a permanent part of the student's record.**
- b) In order to obtain credit for the course, a student must convert an Incomplete into a passing grade by the last day of the next quarter in residence. This rule may be waived by the dean of the college in which the course is offered. **In no case may an Incomplete be converted into a passing grade after a lapse of two years without the approval of the Graduate School.**

### 3) The Grade N

The grade N is used only for hyphenated courses and courses numbered 600 (Independent Study and Research), 700 (Thesis), 800 (Dissertation), and 801 (Practice Doctorate Project/Capstone). An N grade indicates that satisfactory progress is being made, but evaluation depends on completion of the research, thesis, dissertation, or project/capstone, at which time the instructor or supervisory committee chair should change the N grade or grades to one more appropriate to the final evaluation (normally CR/NC).

### 4) The Grade **W RD**

Grading for Withdrawals from the University and for Drops from Courses are specified in Scholastic Regulations, [Chapter 113](#). The special provisions pertaining to graduate students are that:

- a) Except for Subsections [1.A.4](#), [1.C](#), and [1.D](#), the provisions of Scholastic Regulations, [Chapter 113, Section 3](#), "Dropping a Course," do not apply to graduate students.
- b) Official withdrawal from a course during the first 10 class days of a quarter will not be entered on the permanent academic record. After the first two weeks and through the seventh week of the course, a graduate student may withdraw from a course **by filing a form with the Registrar's Office**. A grade of W RD will be recorded. No official withdrawal will be permitted after the seventh week of the quarter except under the conditions described in Scholastic Regulations, [Chapter 113, 3.A.4](#).

### 5) The Grade S/NS

A graduate student, with the approval of the graduate program advisor or supervisory committee chair, may elect to be graded S/NS in any numerically-graded courses for which he or she is eligible. If a student does not so elect, then he or she will be graded on a

numerical basis. If approval is granted, the student must elect the S/NS option when registering or no later than the end of the seventh week of the quarter. Numeric grades will not subsequently be converted to S/NS grades (or vice versa). The instructor shall submit a numeric grade to the Registrar, who shall convert grades of 2.7 and above to S and grades lower than 2.7 to NS for graduate students in graduate or

#### **6) The Grade CR/NC**

With the approval of the faculty in the academic unit, any course may be designated for grading on the CR/NC basis by notice in the appropriate Time Schedule. For such courses, the instructor shall submit a grade of CR or NC to be recorded by the Registrar for each student in the class at the end of the quarter.

#### **7) Numerical Grade Requirement**

Of the minimum credits required for a graduate degree, a graduate student must show numerical grades in at least 18 quarter hours of course work taken at the University of Washington. These numerical grades may be earned in 400- and 500-level courses.

#### **8) Grade-Point Average**

A graduate student's grade-point average shall be calculated entirely on the basis of numeric grades in 400- and 500-level courses. The grades of S, NS, CR, NC, and N shall be excluded, as shall all grades in courses numbered 600, 700, 800, and 801, and in 100-, 200-, and 300-level courses.

#### **9) Petition for Modification of Grading Practice**

The student may petition the Dean of the Graduate School to make an exception to the policies described above. The petition shall be accompanied by comments and recommendations from the graduate program adviser or supervisory committee chair.

### **C. Grading Practice for the School of Medicine**

~~The system of grades for the School of Medicine shall be Satisfactory/Not Satisfactory/Honors. All required courses in the medical school curriculum must be completed with a Satisfactory grade, and the determination of Honors grades shall remain the prerogative of the faculty instructing the courses. An Incomplete shall be converted to a passing grade by the next quarter in residence except that this time limit may be extended up to one year with the approval of the dean's office. Incompletes not so converted shall be replaced by a Not Satisfactory grade.~~

~~Withdrawals are unusual, as in illness situations, and are processed upon approval of the dean's office.~~

~~In the Foundations Phase, the grading system for required courses is Pass and Fail only. In the Patient Care and Explore & Focus Phases, the grading system is Honors, High Pass, Pass, and Fail. The Honors and High Pass designations are available in clinical clerkships greater than or equal to four weeks in length. Two-week clinical electives and international clinical electives are graded on Pass/Fail only.)~~

~~An Incomplete shall be converted to a passing grade by the next quarter in residence except that this time limit may be extended up to one year with the approval of the dean's office. Incompletes not so converted shall be replaced by a Fail grade.~~

~~Registrar Drops are unusual, as in illness situations, and are processed upon approval of the dean's office.~~

#### D. Grading Practice for the School of Law

Applicable to first-year J.D. students who matriculate in Autumn 1998 and thereafter, grades to be assigned to all courses for credit toward the J.D. degree, except courses taken on a Credit/No Credit (CR/NC) or Satisfactory/Non-Satisfactory (S/NS) basis, shall consist of the following: A, A-, B+, B, C, D, and E.

##### 1) Grade Significance

The significance of each grade is as follows:

Letter Grade	Numerical Equivalent	Explanation	Percentage of Class
A	4.0		Less than or equal to 10% (may be 0%)
A-	3.7		Less than or equal to 30% (minus % given A)
B+	3.3	Median grade.	More than 50% (minus % given A and A-) and less than or equal to 60% (minus % given A or A-)
B	3.0		% discretionary
C	2.0		% discretionary
D	1.0	This grade indicates that the level of performance is below that which on average is required for the award of the degree.	% discretionary
E	0.0	No credit. This grade indicates unsatisfactory performance and no credit is given for the course.	% discretionary

But this significance is subject to the following conditions:

- a) The percentage for the grade of B+ is mandatory for all required first-year courses.
- b) The percentage ranges for grades of A and A- in all three years, and of B+ in the second and third-year classes, are guidelines and are strongly recommended. These guidelines should not be thought of as applicable to specialized and individualized courses such as seminars, clinical, experiential, and "practice" offerings, independent study, and workshops, nor to summer-quarter courses, courses heavily directed to non-law students, and courses in which most of the enrolled students are candidates for post-J.D. graduate degrees. They would also not have significance for classes of ten students or less.
- c) A faculty member who submits grades that deviate from the suggested percentages shall submit a written explanation to the associate dean before the grades are recorded.

d) A numerical class rank, based on the numerical equivalencies shown above, shall be computed for the sole purpose of awarding academic honors, including graduation awards, prizes, or membership in scholarly societies, including Order of the Coif, legal journals and reviews. Class rank shall not be disclosed on a student's transcript or otherwise disclosed except for the purpose of computing eligibility for academic honors.

## **2) Academic Difficulty and Disqualification Rules**

a) A student will be in Academic Difficulty if he or she receives, during any three consecutive quarters, a grade of E or two grades of D. A student will regain good academic standing upon completion of two consecutive quarters with no grade of D or E. A student in Academic Difficulty shall be counseled by a dean concerning ways to improve his or her performance.

b) A student will be disqualified as a candidate for the J.D. degree and will not be allowed to re-enroll in the Law School if he or she receives:

- During any academic year, grades of E for nine credit hours or grades of E or D for 17 credit hours;
- During the first and second years, grades of E for 14 credit hours or grades of E or D for 25 credit hours;
- During three years, grades of E for 21 credit hours or grades of E or D for 37 credit hours.

A student who has been disqualified as a J.D. candidate for unsatisfactory grades may petition the faculty for readmission.

## **3) Grade System Start Date**

This grading system shall apply to all incoming first-year students in the Autumn of 1998, and to all incoming first-year students thereafter.

### **1) Anonymous Grading**

Anonymous grading shall apply to all examinations and papers. If a professor chooses to use class performance as a component of the overall grade, he or she shall irrevocably report that component for all students to Student Services for factoring in the overall grade before release to the instructor of the examination grades.

The anonymous grading rule is inapplicable to papers written in courses in which students are writing multiple drafts and/or meeting with the instructor to discuss individual paper topics.

### **2) Class Rank**

Class rank shall be computed at the end of students' 1L year and at the end of each academic year thereafter. Transfer students will receive a UW ranking after completing one academic year (a minimum of three academic quarters) at UW Law.

The ranking is only for the following purposes:

a) To award academic honors, including graduation awards, prizes, or membership in scholarly societies, including Order of the Coif, legal journals and reviews; or

**b) To define percentile bands of 5% and 10% at the conclusion of the first year; and**

**c) To define percentile bands of 5%, 10%, 20%, and 33 1/3% at the conclusion of the second and third years (after the submission and calculation of Spring quarter grades).**

**Only students who fall within a percentile band will be notified of the percentile band in which they placed. Students who are ranked first through fifth in their class will be notified of an individual rank. Students below the percentile cut-off will not be ranked. Neither students' individual class rank nor the grade point average (GPA) cut-offs for the percentile bands described above will appear on students' transcript.**

**Under the Family Educational Rights and Privacy Act (FERPA), release of an individual student's placement within the defined GPA percentile bands by the law school requires the written permission of the student. To further preserve student privacy, additional ranking information, including the GPA percentile bands, will not be disclosed by the law school.**

#### **Class of 2020**

**In view of the evolving public health crisis, the Order of the Coif has suspended its restrictions on Satisfactory/Not satisfactory credit through the end of the 2019-20 academic year for the Class of 2020. Students who elect Satisfactory/Not Satisfactory will still be considered for Order of the Coif if they meet the other eligibility requirements.**

### **3) Computation of Grade Point Average**

**Grades assigned in Law 600, Independent Research, shall not be included in the calculation of a student's grade point average after this academic year.**

### **4) Law School Grading System**

**Grades to be assigned to all courses for credit toward the J.D. degree, except courses taken on a Credit/No Credit basis, shall consist of the following: A, A-, B+, B, B-, C, D, and E.**

**a) The significance of each grade is as follows:**

<b>Grade</b>	<b>Percentage of Class</b>	<b>Numerical equivalent</b>
<b>A</b>	<b>At least 5% and less than or equal to 15%.</b>	<b>4.0</b>
<b>A-</b>	<b>At least 20% minus (% given A) and less than or equal to 40% minus (% given A).</b>	<b>3.7</b>
<b>B+</b>	<b>At least 50% minus (% given A or A-) and less than or equal to 75% minus (% given A or A-).</b>	<b>3.4</b>

<b>B</b>	% Discretionary.*	<b>3.0</b>
<b>B-</b>	% Discretionary.*	<b>2.7</b>
<b>C</b>	% Discretionary. C or D grades are capped at a total of 5% for first-year courses.*	<b>2.0</b>
<b>D</b>	% Discretionary. This grade indicates that the level of performance is below that which on average is required for the award of the degree. C or D grades are capped at a total of 5% for first-year courses.*	<b>1.0</b>
<b>E</b>	% Discretionary. No credit. This grade indicates unsatisfactory performance and no credit is given for the course.*	<b>0.0</b>
*At least 25% (but no more than 50%) B and below, combined.		

**b) The significance of each grade is further subject to the following conditions:**

- These percentage ranges are mandatory for all J.D. courses, subject to the exceptions in (b) or (c) below. There is no discretion outside of these ranges. A faculty member who submits grades for a course subject to the mandatory distribution that fails to comply with the mandatory distribution will have the grades returned to her or him by the Dean, with instructions to re-submit the grades in accordance with the distribution. If the faculty member fails to do so, the faculty member will submit exam scores to the Dean or his designee, and the latter would assign grades at the mid-point of each range (i.e., 10 percent A's, 20 percent A-'s, 32.5% B+'s, 37.5% B and lower).
- The mandatory distribution is not applicable to specialized and individualized courses such as seminars, clinical, experiential, and 'practice' offerings, independent study, and workshops, nor to summer quarter courses, courses heavily directed to non-law students, and courses in which most of the enrolled students are candidates for non-J.D. graduate degrees. They would also not have significance for classes of fifteen students or less.
- The mandatory distribution is not applicable to designated "mastery" courses. A faculty member may have her or his course designated as a

mastery course by submitting the course syllabus and evaluative elements to the Curriculum Committee, and ultimately the faculty, for approval, subject to the following conditions: (a) the course must require significant, periodic written work and feedback during the course, with stated performance standards for achieving specific grades; (b) first-year courses cannot be designated as mastery courses unless all sections of that course are offered on a mastery basis; and (c) mastery courses will be designated as such, in the catalog and course description.

- A numerical class rank, based on the numerical equivalencies shown above, shall be computed for the sole purpose of awarding academic honors, including graduation awards, prizes, or membership in scholarly societies, including Order of the Coif, legal journals and reviews. Class rank shall not be disclosed on a student's transcript or otherwise disclosed except for the purpose of computing eligibility for academic honors.
- Effective Spring Quarter 2007, transcripts for law students who began in Autumn Quarter 2005 or later will include a full calculated grade point average, with the following numerical conversions: A(4.0), A-(3.7), B+(3.4), B(3.0), B-(2.7), C(2.0), D(1.0), E(0.0). Students who began earlier than Autumn 2005, will have a transcript that only shows their grade point average in classes taken since Autumn 2005.

## 5) COVID-19 grading changes

### Spring Quarter 2020

In recognition of the impact these extraordinary times are having on students, UW Law faculty voted to shift grading for all spring quarter courses to credit/no credit.

### Winter Quarter 2020 limited grading change

In view of the evolving public health crisis, UW Law faculty voted to:

- Reopen the period by which 2L, 3L, and graduate students can elect to receive Satisfactory/Not satisfactory credit for elective courses only.
- Waive the eight credit-limit for Satisfactory/Not satisfactory credit for winter quarter 2020 only. Satisfactory/Not satisfactory elections for electives will not count against the eight-credit cap.

## 6) Incompletes

The Committee's memo to the faculty of May 28, 1975 also reported that as a part of the same University study which led to the change in the withdrawal policy, the University policy on the use of Incompletes was studied. The existing policy permits the grade of I to remain on a transcript indefinitely. The growth of the number of I grades (tripled since 1966) was regarded by the Faculty Council as a further erosion of the reliability of the University's GPA's. The Incomplete was also used as a withdrawal technique after the final date of the quarter. Hence, correction of the withdrawal policy required a change in the policy on Incompletes.

The recently adopted University policy does not change the grounds for giving an Incomplete. (They remain essentially that the student establish to his instructor's satisfaction that illness or other circumstances beyond the student's control prevent the student's completion of the course.) What is changed is that the grade of I is automatically converted to a failing grade if it is not made up (i.e., the course requirements completed) by the end of the following quarter. The student may petition the Registrar for additional time (up to three quarters) and the Registrar will grant the extension if approved by the Instructor.

It was moved and seconded, that (1) the law school follow the University's newly-adopted policy on Incompletes, with the Associate Dean performing the function assigned the Registrar in the University scheme; (2) the failing grade assigned in case an Incomplete is not made up be recorded as a [1.9]; (3) Incompletes given to Spring Quarter need not be made up until the end of the following Fall Quarter, irrespective of whether the student is enrolled in the intervening Summer Quarter.

## **7) Information Faculty Must Provide to Students on Grading**

Each professor should announce during the first week of any course the nature of the grading practice to be followed, including any components of the course grade other than a final examination grade. Such components may include one or more papers, preliminary examinations, class participation. If a final or end-quarter examination is not "closed book," the announcement should so state and should in such case include a statement of what materials may be consulted by students during an examination. If coursebooks are to be permitted, but student notes are not, students should be advised in the announcement that coursebooks should not be annotated with a student's notes.

Precise allocation of course grade to components need not be announced in advance. However, such allocation to the extent possible should be indicated, and each student should have available on request the allocation among all components of any course grade after grading has been completed.

All final and end-quarter examinations should be graded anonymously, with papers identified by student numbers which shall not be released to a professor until grades on examinations have been turned into the Office of Student Services. If any exception is necessary in a professor's judgment, an examination number will be released, but the student whose number is released will be informed of the circumstances as soon as conveniently possible.

After the professor has turned in final and end-quarter examination grades, the names of students and grades will be available to the professor, but not the student numbers unless those numbers are not to be used again in any course by the same students in a subsequent quarter. Course grades should be calculated by the professor after examination grades have been turned in. Course grades and final examination grades will be made available to students by the Office of Student Services. A student's request to the professor for components of the student's grade should be necessary only if the professor uses multiple components of course grades other than final or end-quarter examinations.

## **8) Satisfactory Academic Progress**

To be eligible for financial aid at the University of Washington students must maintain Satisfactory Academic Progress. The requirements for Satisfactory Academic Progress are that full-time J.D. students enroll in a minimum of 12 credits per quarter, and

**a) Complete a minimum of 6 credits each quarter.**

**b) Complete 36 credits for full-time aid received in the autumn through spring quarters.**

c) Finish the J.D. program no earlier than 24 months and no later than 72 months after commencing study at the law school or a law school from which the school has accepted transfer credit.

d) Must not be in Academic Difficulty or Disqualified for Low Scholarship.

J.D. students who do not meet these requirements must file an appeal with the Office of Student Financial Aid for reconsideration of continued financial aid.

#### **9) Academic Difficulty and Disqualification Rules**

A J.D. student will be in Academic Difficulty if he or she receives, during any two consecutive quarters, a grade of E or two grades of D or three grades of C.

A J.D. student in Academic Difficulty must meet with the Dean for Students or the Director of Academic Support for counseling each quarter until the student regains good academic standing. Good academic standing requires two consecutive quarters with no grades of C or below.

A J.D. student will be Disqualified for Low Scholarship and will not be allowed to re-enroll if he or she receives:

a) During the first and second years, grades of E or No Credit for 12 credit hours or a combination of grades of C, D, E, or No Credit for 20 credit hours;

b) During any three academic years, grades of E or No Credit for 15 credit hours or grades of C, D, E, or No Credit for 24 credit hours.

#### **10) Readmission After Disqualification for Academic Failure**

A student who has been disqualified as a J.D. candidate for academic failure may seek readmission by petitioning the faculty. ABA Standard 505 permits readmission "upon an affirmative showing that the student possesses the requisite ability and that the prior disqualification does not indicate a lack of capacity to complete the course of study at the admitting school." Upon receipt of a petition, the Dean will appoint a panel of faculty and administrators to evaluate the candidate's ability to successfully complete the study of law if readmitted. Factors which may be considered include:

a) The existence, while the student was enrolled, of extraordinary circumstances beyond the student's control (serious illness, unusual hardship or qualitatively similar circumstances) that adversely affected the student's performance or otherwise contributed to the student's failure.

b) The extent of the student's understanding of the reasons for the student's failure.

c) The extent to which the reasons for failure have been alleviated.

d) The nature and extent of the student's experiences since disqualification.

e) Any other factors that positively indicate a substantial likelihood that the student will successfully complete the prescribed study of law.

#### **11) Mastery Courses**

Certain courses have been approved by the faculty as mastery courses. The mandatory distribution is not applicable to designated "mastery" courses. A faculty member may have her or his course designated as a mastery course by submitting the course syllabus and

evaluative elements to the Curriculum Committee, and ultimately the faculty, for approval, subject to the following conditions:

- a) the course must require significant, periodic written work and feedback during the course, with stated performance standards for achieving specific grades;
- b) first-year courses cannot be designated as mastery courses unless all sections of that course are offered on a mastery basis;
- c) and mastery courses will be designated as such, in the catalog and course description.

Even though a course has been approved as a mastery course, an instructor has discretion to teach it in a non-mastery format.

## **12) Repeating Courses**

- a) A student in the School of Law in good standing who has failed a required course must repeat the course or take, with the approval of the Dean, a second examination without registration at the time a regular examination for the course is offered. If a passing grade is received upon re-examination, the student receives the same credit for the course that it carried at the time the student was first examined. The failing grade remains on the record, but only the passing grade is computed in the student's grade point average.
- b) A student may also be required to repeat a course or courses as a condition of readmission, at the discretion of the Dean. (See Faculty Policy on Academic Probation and Readmission.)
- c) In no other circumstances will a grade earned in a course which the student has previously audited or taken for credit be computed in the student's grade point average.

## **13) Deadline for Faculty to Turn in Grades**

The deadlines for faculty to turn in grades to Academic Services are as follows:

- Autumn Quarter: 7th calendar day from the start of Winter Quarter
- Winter Quarter: 7th calendar day from the start of Spring Quarter
- Spring Quarter (upper-level classes): 14th calendar day after the end of the upper-level exam period
- Spring Quarter (1L classes): 14th calendar day after the end of the 1L exam period
- Summer Quarter: 14th calendar day after the end of the exam period

These deadlines are subject to the following exceptions:

- a) Professors who teach both a compressed course and a non-compressed course in Spring Quarter are not required to submit grades for either course until the 14th day after the non-compressed exam period.
- b) The Registrar has the authority to waive the grade deadline in any quarter for good cause shown. Faculty teaching 2 large classes in a single quarter should contact the Registrar. If such a waiver is granted, students will be notified of the fact that a waiver has been granted.

This policy shall be enforced through the following steps:

- At the last faculty meeting of each quarter, the Dean reminds the faculty of the grading deadlines, of the importance of grading and of the desirability of leaving word about how the faculty member can be contacted by Academic Services:
- On the day after the applicable grade deadline, Academic Services will announce the classes for which grades are not received, and, when available, the expected posting date:
- The Associate Dean for Academic Administration confers with faculty members who are late in turning in grades to bring them into compliance:
- If the Associate Dean for Academic Administration cannot arrive at a satisfactory resolution, he or she informs the Dean of the problem.

#### **14) Change of Grade**

Except in case of error, no instructor may change a grade that he or she has turned in to the Registrar. Grades cannot be changed after a degree has been granted.

*S-B 54, June 1951; S-B 102, June 1967; S-B 103, March 1968; S-B 111, May 1970; S-B 117, June 1971; S-B 120, February 1972; S-B 124, March 1975: all with Presidential approval; AI, June 1976; CR, June 1976; GSM 19, October 1979; S-B 134, June 1980 with Presidential approval; AI, August 1980; S-B 137, June 1981; S-B 144, January 26, 1985; S-B 150, April 9, 1990: all with Presidential approval; CR, May 1990; S-B 154, December 2, 1991 with Presidential approval; CR, December 4, 1997; S-B 165, May 12, 1998; S-B 166, December 8, 1998; S-B 167, November 26, 2001; S-B 173, April 6, 2007: all with Presidential approval; RC, August 9, 2010; RC, December 3, 2013; S-B 180, February 27, 2014 with Presidential approval; AI, February 9, 2015; S-B 182, June 14, 2016; S-B 190, April 15, 2019; S-B 196, May 29, 2020: all with Presidential approval.*

#### **E. Grading Practice for the School of Dentistry**

The School of Dentistry uses the following University grade point system: A=4, B=3, C=2, and E=0. The grade point average is calculated by multiplying the grade points received in a course by the number of credits earned in the course, totaling these values, and dividing by the total number of credits earned.

The progress of professional dental students is reviewed at least quarterly. Students experiencing academic or clinical difficulties are identified and referred to student progress committees which make determinations regarding academic progress. If the work in a course is incomplete or inadequate, a grade of I may be given. This Incomplete must be removed before September 15 if the student is to advance into the next year's class. If academic or clinical achievement is unsatisfactory the student may be dismissed from the school

Student work shall be evaluated and awarded a range of grades from 4.0 to 2.8 in 0.1 increments, and the grade 0.0. Grades in the range 2.7 to 0.1 may not be assigned.

##### **1) Numerical grades having significance are:**

4.0: Highest grade attainable, assigned for extraordinary high performance

2.8: Cumulative average necessary for good academic standing in the School of Dentistry and for graduation. Failure to achieve a 2.8 cumulative GPA at the end of each academic year shall usually lead to dismissal.

2.8: Lowest grade providing unconditional course credit toward graduation.

0.0: Total failure of performance, or other than official withdrawal. Requires submission of "Student Deficiency Report" to Academic Affairs by the Course Director.

## 2) Grading Information

### a) Grades 4.0 - 2.8

All grades awarded in this range denote satisfactory completion of coursework and provide unconditional course credit toward graduation.

### b) Credit/No Credit Grades

With the approval of the Curriculum Committee, certain School courses may be graded on a Credit/No Credit basis. All students registered in such courses are assigned Credit or No Credit grades. Credit/No Credit Grades do not enter into computation of cumulative grade-point-averages. However, No Credit (NC) grades shall be considered the equivalent of a failing (0.0) grade in Student Progress Committee decisions.

### c) Incomplete Grades

Incomplete (I) grades may be awarded when all the following circumstances are in evidence:

- The student does not complete all course requirements by the final day of the course;
- The student's performance has been satisfactory to within two (2) weeks of the end of the quarter; OR extenuating circumstances prevent the student from successfully completing or fully participating in the course; AND
- The student presents proof satisfactory to the Course Director that circumstances beyond the student's control prevented completion of course requirements. Such proof must be received by the Course Director no later than the time grades are due at the Registrar's Office according to the University calendar.

If the above conditions are not in evidence, a 0.0 grade shall be awarded.

At the time grades are due, the Course Director shall submit a Student Deficiency Report to Academic Affairs describing reasons for the I grade, listing the requirements the student must fulfill to remove the I, and stating the deadline for fulfillment of course requirements.

The student's opportunity to proceed with additional work to remove an I grade and the time by which such work must be completed are contingent upon decisions of the Course Director, the Student Progress Committee, and the Dean during quarterly review of student progress.

I grades shall be converted to "0.0" grades by the Course Director if deadlines for removal specified by the Course Director are not met.

If an I in a preclinical course is not removed by the deadline, the student shall be prohibited from proceeding to clinical activity.

## 3) N Grades

N grades are limited to hyphenated courses and indicate satisfactory progress at the end of a quarter other than the terminal quarter of a hyphenated series.

At the end of the last quarter of a hyphenated series, a numerical grade or an I must be recorded. This terminal grade shall be the grade for each preceding quarter of the hyphenated sequence and shall replace N grades previously recorded on the University transcript.

A 0.0 grade may be submitted at the end of any quarter in a hyphenated sequence.

i. N grades shall not be submitted when student performance is unsatisfactory.

ii. N grades shall not be submitted at the end of a course if the course director has not yet assigned a grade for a particular course that has been completed.

#### **4) X Grades**

An X (No Grade Now) appears on a student's transcript when the instructor has not yet assigned a grade for a particular course. This remains on a student's record until a grade is submitted. The X option only signifies that the instructor has not completed evaluating a student's performance and is not yet prepared to assign a final grade.

X grades do not affect the GPA, but they do affect student status and eligibility for some types of financial aid. As a result, instructors must make every effort to submit grades in a timely manner.

#### **5) Withdrawal Grades**

Withdrawal (W) grades are unusual in UWSOD because of the prerequisites and sequence in the dental curriculum. Therefore, withdrawal from a course requires the approval of the Course Director and the Dean or the Dean's delegates. Withdrawal without such approval shall result in a 0.0 grade.

#### **6) Proceeding to Clinical Care**

If a 0.0, NC, or I grade in a preclinical course is not removed by the deadline set by the Course Director and approved by the Student Progress Committee and the Dean, the student may be prohibited from proceeding to clinical activity.

If a 0.0, NC, or I grade in a clinical course is not removed by the deadline set by the Course Director and approved by the Student Progress Committee and the Dean, the student may be prohibited from continuing with further clinical activity.

#### **7) COVID-19 Grading Changes for UW School of Dentistry**

##### **Spring Quarter 2020**

In response to appeals from our students, the UWSOD converted all predoctoral courses that began the quarter with a 4.0 scale grading to credit/no credit. The only exception were the quarterly third-year clerkships, DENTCL 633, DENTCL 636, DENTCL 637, and DENTCL 638, which had previously graded 75% of the class on a 4.0 scale and had to maintain equivalency.

##### **2020-2021 Academic Year**

In the continued best interests of our dental students, the UWSOD changed the grading for all predoctoral courses to credit/no credit for the 2020-2021 academic year.

*Approved by:*  
Senate Executive Committee  
March 29, 2021

*Approved by:*  
Faculty Senate  
April 15, 2021