

GRADE CHANGE DEADLINE – Approved 12-19-14

Rationale:

Currently, grade changes can be made at the request of a faculty member and with approval of the department head and dean only in the case of instructor error. No deadline has been established, making it possible to request a grade change at any time. This may have negative consequences beyond the grade point average and eligibility for subsequent courses. Academic standing, financial aid, HOPE scholarship, NCAA eligibility, and program assessment are a few areas that may also be impacted.

Grade Change Deadline:

Faculty should take care to enter grades accurately and in a timely manner. In the event of an error, a faculty member may submit a grade change through the third day of the following term, including summer term. This will enable the affected student to meet with an advisor and to revise his or her enrollment for the term, where necessary or prudent.