

**University of Illinois at Chicago College of Dentistry
DMD and DMDAS Programs**

<i>Policy</i>	Policy on Grade Assignment		
<i>Sponsoring Office</i>	Office of Academic Affairs		
<i>Responsible Officer</i>	Academic Dean	<i>Contact Information</i>	Dir. of Academic Affairs Lea Alexander leaalex@uic.edu
<i>Approvals</i>	Curriculum Committee	<i>Date</i>	7/21/2015

Objective/Rationale:

This policy is intended to provide guidance to course directors when assigning grades at the end of each term.

Policy Statement:

A, B, C, S (Satisfactory for DCLE course series)

These grades are issued by the Course Director at the end of the term when a student has successfully completed all requirements for the course.

I (Incomplete)

An incomplete grade should be given only if, for reasons beyond the student's control (e.g., illness, family crisis), required work has not been completed by the end of the term due to the student's inability to be present to complete the work. In most cases, the student will be on an official leave of absence which must be approved by the academic dean or the SSP. Faculty must set specific conditions and deadlines on the completion of the coursework. Failure to meet clearly stated conditions on the part of the student will result in a grade assignment based on the work completed to that point. The student should make up the missed work in the subsequent term. If it is not realistic for the student to make up the work by the end of the subsequent term the matter should be referred to the SSP.

DFR (Deferred)

Deferred grades should be used for students who have missing requirements and/or are remediating failed course components. Faculty must set specific conditions and deadlines on the completion of the coursework. Failure to meet clearly stated conditions on the part of the student permits the instructor to assign a grade based on the work completed to that point. In most cases, the student should make up the missed work by the end of the subsequent term. All DFR grades must be changed to A, B, C, F, S or U no later than the end of the subsequent term in which they are issued or the grade will become a permanent F grade.

F and U (Unsatisfactory for DCLE course series)

These grade options should be used when a student is either unable (failed remediation due to lack of skills and/or knowledge) or unwilling to complete work. Students receiving an F or U grade are subject to SSP action up to and including repeating the year or dismissal from the College.

Related Policies:

- Policy on Remediation