RESOLUTION REGARDING A CHANGE-OF-GRADE POLICY

Background Rationale: Changes of grades are presently handled in two ways: (1) if there is no indication for the reason why the grade is being changed, then the corrected grade will appear beside the original grade which now will have a line through it-- e.g., $\varnothing$ B; (2) if a reason is given for the change-- "clerical error," "error in grading," etc.-- then only the corrected grade will be evident on the student's transcript. These two methods apply to assigned letter grades and are the point of issue here. An "Incomplete" which is satisfactorily make up appears on the transcript beside the new grade.

There are several reasons for concern with the present dual method of changing grades. First, many instructors and students are unaware that the original grade will be visible on a student's transcript unless a reason for change is so stated on the change form. Second, there is a possibility that showing both grades will result in a detrimental misinterpretation by admissions officers for those students going on to graduate, law, medical, or other professional schools as well as those entering the job market.

One reason given for continuing the present policy, with the exception of genuine instructor or clerical errors, is that the official transcript should reflect the students actual academic history, hence only genuine errors of record should be obliterated.

WHEREAS, A student's official transcript should reflect only the student's final grade in a course; and

WHEREAS, the final grade is determined by the academic performance of the student to the satisfaction of the instructor in charge of the course; now, therefore be it

RESOLVED: that the official and only change of grade policy at California Polytechnic State University be that of reflecting the grade which is ultimately submitted as the student's true grade in a course; and be it further

RESOLVED: that this policy shall be waived in the case when an "Incomplete" is changed to an "Administrative" "F."

APPROVED

MAY 25, 1976