

Adopted: March 4, 1997

**ACADEMIC SENATE
OF
CALIFORNIA POLYTECHNIC STATE UNIVERSITY
San Luis Obispo, California**

**AS-477-97/IC
RESOLUTION ON
CHANGE OF GRADES**

WHEREAS, The current policy for change of grades (AS-384-92), enacted by the Academic Senate in 1992, has met the goals of the original resolution in the vast majority of cases; and

WHEREAS, Grade changes beyond the one-year time limit stipulated by AS-384-92 are recorded automatically when a documented administrative or university error has occurred, and the Office of Academic Records has received evidence supporting the exception; and

WHEREAS, It is in the best interests of the university and of students to maintain an accurate historical record of student academic progress; and

WHEREAS, There is a need for a consistent and fair policy for allowing students to complete a course when an I or SP has converted to F; therefore, be it

RESOLVED: That students eligible for enrollment shall be advised to repeat any course in which an I or SP has converted to F; and, be it further

RESOLVED: That students who are not eligible for enrollment be advised to either reapply and reenroll through regular admissions or re-enroll through Extended Education in any course(s) in which an I or SP has converted to F, whichever is most appropriate; and, be it further

RESOLVED: That this resolution will supersede AS-439-95, Resolution on Change of Grade, which set up a subcommittee to review requests for grade changes that did not meet the provisions of AS-384-92.

Proposed by the Academic
Senate Instruction Committee
November 18, 1996

Memorandum

To: Harvey Greenwald, Chair
Academic Senate

Date: April 25, 1997

From: Warren J. Baker
President

Copies: Glenn Irvin
Euel Kennedy
Tom Zuur

Subject: Academic Senate Resolution AS-477-97/IC--Resolution on Change of Grades

I am hereby approving the above Academic Senate Resolution which was developed by the Instruction Committee and coordinated with the Academic Records Office personnel. This Resolution, as noted, will supersede AS-439-95, and establishes a process requiring students to re-enroll in a course in order to change a previously awarded I or SP grade that had been converted to an F due to the one-year time limit for change of grades.