

TO: IPFW Senate

FROM: Educational Policy Committee  
Yvonne Zubovic, chair

DATE: November 15, 2013

RE: Code for Grade Not Submitted

WHEREAS, under the current system if a grade has not been submitted by the grade entry deadline the course enrollment does not appear on the student record; and

WHEREAS, courses for which grades are not received until the end of a term such as in the school based program are not listed in the student record until the grade is received and processed; and

WHEREAS, this omission leads to confusion for students and advisors who do not know the grade was not submitted; and

WHEREAS, this confusion could be reduced if it were communicated to a student that a final grade has not been received or processed;

BE IT RESOLVED, that the Registrar will enter a placeholder code of NS, for Grade Not Submitted, to all enrollments when the grade entry deadline is missed or to reflect the status of a grade which will be received after the end of the term (for example, school based program grades). Any course with the NS placeholder is omitted from GPA computation. The NS is replaced by a submitted grade. This change will be effective beginning Spring 2014.