

Proposed Revisions for SFR 775

Proposed May 14, 2016 and revised July 1, 2016

Background

The proposed revision to SFR 775, indicated below with tracked changes, is being made in response to the recommendation from R&J Committee that was communicated to the SOM by Mr. Artemio Cardenas:

SR 785

The SOM will come back with further revisions to clarify the policy for correcting grades from 'P' to 'H' in SR 785. Towards that end, R&J recommends the following: 1) State the grading policy is in SR 785; and 2) add a Part #3 to SR 775 "for the reasons described in SR 785..."

Proposed revisions for: [SFR 775. Grades](#)

- A. The work of all professional students in the Schools of Dentistry (for exception see SFR 779), Medicine (for exception, see SFR 785), Nursing, and Pharmacy in the San Francisco Division shall be reported in terms of the following grades:
 - 1. passing: A (excellent), B (good), C (fair), D (poor), P (passed);
 - 2. not passing: F (failure), NP (not passed), and Y (provisional) [see paragraph (G)];
 - 3. undetermined: Incomplete [see paragraphs (E), (G)], In Progress [see paragraph (J)]
- B.
 - 1. Grade points per unit shall be assigned by the Registrar as follows: A 4, B 3, C 2, D 1, F & Y zero. The grades I, IP, and NP shall be disregarded in computing the grade point average.
 - 2. The grade P and those grades for which at least 2 grade points per unit are assigned denote satisfactory progress towards a degree. The grade D denotes progress towards a degree, but must be offset by grades for which proportionately more than 2 grade points per unit are assigned.
- C. The grade Y is a non-passing provisional grade which may be raised to a D if the student satisfactorily meets requirements designated by the appropriate Faculty. The grade Y automatically is changed to F if these requirements are not met.
- D.
 - 1. In the Health Professional Schools courses may be offered on a P/NP basis as authorized in the regulations of each Faculty.
 - 2. The grade of P shall be awarded only for work which would otherwise receive a grade of C or better.
 - 3. The regulations of each school must specify the maximum number of P/NP courses or units which may be applied by any student towards satisfying degree requirements. If the total number of P/NP units which can be credited towards degree requirements for a given student exceeds 40% of the total number of units required for graduation, it will be deemed a major departure from the grade point system determination of graduation requirements.
 - 4. A school wishing to undertake a major departure from the grade point system shall submit its proposed system for approval by the Division and report to the Assembly in accordance with SR 778.
- E. The grade I may be assigned when a student's work is of passing quality, but is incomplete for good cause. The student may replace the Incomplete grade by a final grade and receive

appropriate credit provided he or she completes the work of the course in a way authorized by the appropriate Faculty. See paragraph (G) below. Each Faculty must adopt appropriate procedures specified in its regulations for the administration of this grade.

- F. If a student believes that a grade in a course has been assigned on any basis other than academic grounds, he or she should follow the Procedure for Student Grievances in Academic Affairs. In the event that the ad hoc committee formed to investigate the grievance recommends a change of grade, they will report to the Division Chair, who shall report the change of grade to the Registrar. In order to protect the student, the grade shall be changed, if warranted, within four weeks following the formation of the ad hoc committee. [am 16 June 77]
- G. Correction of grades: All grades, except I, IP, NP, and Y are final when filed by an instructor in the end-of-term course report. However, the Registrar is authorized to change a final grade.
1. upon written request of an instructor, provided that a clerical or procedural error is the reason for the change, or
 2. upon written request of the Chairman of the Division in cases where it has been determined by the Procedure for Student Grievances in Academic Affairs that an instructor has assigned a grade on other than academic grounds. No term grade except I, Y, or NP may be revised by reexamination. Any grade change request made more than one year after the original filing must be validated for authenticity of the instructor's signature by the department chair. Any grade change request made by an instructor who has left the University must be countersigned by the department chair. [am 16 June 77]
 3. for the reasons described in SFR 785 Section C
- H. Except as provided in paragraph (G) a student may repeat only those courses in which the student has received a grade of D or F. An exception to this rule may be authorized by a Faculty for a student who receives the grade I, Y, or NP. Except as authorized by the appropriate Dean, no student may repeat more than once a course in which he or she has received a D or F. When a course is repeated, the units shall be credited toward a degree only once, but the student's grade point average shall be computed in terms of the total number of units attempted, except as provided in (I). At each repetition the student shall receive the grade assigned by the instructor and the corresponding grade points. [am 16 June 77] [app., Assembly, 30 Nov 77]
- I. When a student is required by a Faculty or its designated agent to repeat a year, or a term, or specifically named courses, the units will be counted only once and the most recent grade will be used in computation of the grade point average.
- J. For courses extended over more than one quarter where evaluation of the student's performance is deferred until the end of the final quarter, provisional grades of In Progress shall be assigned in the intervening quarters in courses so authorized according to the regulations of each Faculty in the San Francisco Division. The provisional grades shall be replaced by the final grades if the student completes the full sequence. The Faculty of each school is authorized to regulate the award of credit in cases where the full sequence is not completed. For exception see SFR 785, 795. [en 7 June 72]