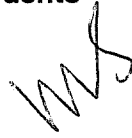




POLICY MEMORANDUM NO. 249

TO: Faculty, Staff, and Students
FROM: Charles W. Steger 
DATE: October 12, 2007
SUBJECT: Assignment of NG and NR Grades for Undergraduate Courses
(Revision of Policy Memorandum 92)

Recommended by CUSP: March 12, 2007
Approved by University Council: April 30, 2007
Approved by the President: April 30, 2007
Effective: Spring 2007

The University Council on recommendation of the Commission on Undergraduate Studies and Policies approved a resolution for assignment of NG and NR grades for the Undergraduate Courses (Revision of Policy Memorandum 92).

Following is the text of that resolution.

- Whereas**, not all instructors assign “F” grades for non-attending students, and
- Whereas**, students may currently receive an “NG” grade when they do not attend a class for which they are enrolled or students may receive an “NR” grade when instructors fail to submit grades by the grade entry deadline,
- Whereas**, students and advisors have demonstrated confusion and misunderstanding of the meaning of “NG” and “NR” grades, and
- Whereas**, students and advisors sometimes assume that “NG” or “NR” grades are simple errors which will be removed, and
- Whereas**, all “NG” or “NR” grades are calculated as “F” grades, and
- Whereas**, a grade in the “F category” would clearly indicate that the final grade and resulting GPA is that of an “F” grade if no other action is taken, and
- Whereas**, an indicator other than “F” will help both students and advisors identify and understand the origin of grades not assigned by instructors,

Therefore, be it resolved that an–“NG” shall only be assigned by an instructor when there is no evidence of student participation in the course. The “NG” grades are computed as “F” grades in GPA calculations. The “NG” grades will remain on the academic records, and

Therefore, be it also resolved that the “NR” grades, which are system assigned grades in the event that a faculty member does not submit a grade by the required grade entry deadline, will not be calculated as an “F” in the student’s GPA nor will be administratively reverted to an “F” at a later time.