TRINITY WESTERN UNIVERSITY

Series: Academic / Grades, Grading (A3)
Number: A 3-05

Effective Date: 2012-04-03
Next Review Date: 2029-09-01

Policy Title: Grading and Additional Course Assignments

Parent Policy	A 3-06 Grading, Progression, and Academic Standing
Policy Administrator	Deans and Registrar
Approving Body	Senate
Approval History	2026-11-04; minor housekeeping edits to update Scope 2012-04-03; Senate Motion #2011/12 – 014

Purpose:
The objectives of this policy are:

- To ensure that course grades are consistent with the course work as defined by the syllabus and completed within the approved time frame (normally a semester or quarter).
- To ensure that students are graded fairly based on the coursework submitted within the bounds of a semester, and not on additional coursework submitted after a term is completed.

Scope of this Policy:
Undergraduate and graduate divisions

Policy Statement:
Faculty may adjust assignment due dates if necessary, provided that the due dates do not extend beyond the end of the current semester in which the course is offered. Faculty may also allow students to resubmit assignments, as long as the resubmission takes place before the end of the current semester in which the course is offered. Once a student completes the requirements for a course and receives a final grade, the assigned grade must stand unless the student appeals the grade assigned to work that was already assessed and which contributed to the determination of the final grade. Students cannot "upgrade" a final mark by completing additional work after the conclusion of the course.
Exception(s): Faculty and students with approved Incomplete Grade Contracts.

Definitions:
Semester/Quarter is defined for this purpose as the time between the first day of class and the final grade submission deadline.

Procedures: None
Child Policies: None
Other Related Policies: A 3-07 Incomplete Grade Contracts