



## ACADEMIC AFFAIRS POLICY

---

**Number, Title:** AA-113, Earned F Grade Policy

**Effective Date:** 12/04/2020

**Strategic Plan:** SP 1.1b

**HLC:** Criterion 3.A.3

**Consultations:** Financial Aid, Registrar's Office, Vice President for Academic and Student Affairs

**New**

**Revision Change\***

**\*Anything that is a revision must include the original policy.**

---

### PURPOSE

To formally define Upper Iowa University's (UIU) Earned F Grade Policy and to differentiate it from the Administrative Withdrawal Grade Policy. Financial Aid uses the Earned F Grade Policy definition to calculate the amount of Pell monies, for which a student is eligible.

### DEFINITIONS

- ❖ **Earned F grade:** A grade earned by a student who has attended past the last day to
  - withdraw (student-initiated) or past the last day to be administratively withdrawn from the class.
- ❖ **Administrative Withdrawal Grade:** A grade given to a student who does not meet the
  - attendance requirements (see Academic Catalog).
- ❖ **Posted Grade:** Any grade that appears on the UIU transcript.

### POLICY

All grades of "F" posted at UIU are considered to be earned "F" grades.

### PROCEDURES

An Administrative Withdraw (AW) process is already in place. Refer to the AW policy, as written in the catalog. Students who do not meet the criteria for an AW grade by attending past the AW period will be assigned a grade based on the coursework submitted. If a student fails the course due to underperforming, the grade of F will be assigned.

The last date of attendance will be documented for all grades.

### RELATED DOCUMENTS, FORMS, AND POLICIES

Grading Policy


Administrative Withdraw Process Policy

Academic Catalog

***Revision History***

<b>Revision Number:</b>	<b>Revision Date:</b>	<b>Revision Change</b>

**Vice President for Academic and Student Affairs Approval:**

<b>Signature:</b>	<b>Name:</b>	<b>Date:</b>
	Douglas L. Binsfeld	07.15.21
	<b>Sent to UPC on:</b>	