

SIMON FRASER UNIVERSITY

MEMORANDUM

To: Senate

From: L. Salter
Chair, SCAP

Subject: "GN" Grade
SCAP 89-55

Date: November 9, 1989

Action undertaken by the Senate Committee on Academic Planning/Senate Graduate Studies Committee gives rise to the following motion:

Motion:

"That Senate approve and recommend approval to the Board of Governors as set forth in S. 90-7 that the notation "GN" meaning "Grade Not Submitted" be added to the graduate grading system."

SIMON FRASER UNIVERSITY

MEMORANDUM

DEAN OF GRADUATE STUDIES



TO: Senate Graduate Studies
Committee

FROM: B.P. Clayman

SUBJECT: "GN" Grade

DATE: 27 June 1989

I wish to propose the addition, to the graduate grading scheme, of the notation "GN," meaning "Grade Not Submitted." Senate recently approved the same notation for undergraduates. As described in the Senate documentation (for the "NG" grade), it provides a CGPA-neutral method of handling situations where an instructor does not submit grades in time for inclusion on the transcript.

This matter will be on the agenda of the next Senate Graduate Studies Committee meeting.

A handwritten signature in cursive script, appearing to read "B.P. Clayman".

B.P. Clayman

BPC:pm

c.c. M. McGinn (for distribution)

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SIMON FRASER UNIVERSITY

MEMORANDUM

To: SCUS

From: W. R. Heath
RegistrarRe: Submission of Grades -
Introduction of "NG" Notation

Date: April 25, 1989

From time to time, circumstances arise where it is not possible for the instructor in a course to submit the grades by the required deadline for grades processing. For example, in the current Spring '89 Semester two faculty members became seriously ill during the examination period. On other occasions, the illness or death of an immediate family member has resulted in the late submission of grades.

At the present time, the only avenue open to this Office to handle these exceptional situations is to assign grades of "DE" (Deferred grade) to all students in the course(s) or group(s) taught by that instructor. This action may have serious implications for those students since the regulations on deferred grades require that they be considered as "F" grades in the calculation of the Semester and Cumulative GPA's, and students may find that they have been placed on academic probation, required to withdraw, cancelled from classes in the subsequent semester, and/or excluded from scholarship consideration. These consequences seem quite unfair for a situation over which the student has no control.

I propose that the University approve a new grade notation - NG - (No Grade), with use of that notation subject to the following conditions:

- 1) The grade of NG may be applied only when circumstances beyond the control of the University make it impossible for grades to be assigned for a course or some section of a course.
- 2) The Dean of the Faculty responsible for the course shall advise the Registrar, in writing, that the notation of NG is approved for a course or for a particular group of students in a course. The Dean shall also indicate the probable date by which the grades will be submitted.
- 3) The notation NG will not be used in the calculation of the Semester and Cumulative Grade Point Averages.
- 4) Students who have been assigned one or more grades of NG will be advised that their continuance status has been deferred pending receipt of the final grades, and if at that time they have failed to meet the University's standard for continuance, they may be required to withdraw from the University.

AMENDED AT SENATE TO: GN - Grade Not Submitted.