

Temporary Grading Change of a Course from S/U to Graded

Policy

A temporary grading change of a course from S/U to graded for one semester may be granted by the College and Graduate College Dean (if applicable). Usually this process applies to a Special Studies course and occurs while the request for a permanent graded course is in the curriculum review process.

Procedure

The course director should send a request to the College Dean and Graduate College (if applicable) describing the reason(s) for the request and include the proposed syllabus that follows APC guidelines found on the Admissions and Records website

http://admissions.ouhsc.edu/Portals/1047/assets/documents/Syllabus%20Req_APC_NewInstrMode1214FINAL.pdf.

If the faculty wishes to permanently change the course to graded, an “Add a Course Form” or “Revise a Course Form” must be completed and routed to the college Curriculum Review Committee (CRC), Graduate College CRC (if applicable), and the campus Academic Program Council (APC).