

## Grade Policy Update for Title IV Funding

The leadership in the Office of the University Bursar, Office of Financial Aid & Scholarships and Office of the Registrar are requesting a policy update for "Grade of Incomplete (I)" in support of Title IV funding recalculation compliance. The additional language proposed below would help us reduce the situations where a student is in jeopardy of having the federal funds that were applied to their current semester charges returned to the federal government, which can generate an additional financial obligation for the student.

The catalog currently states, "An incomplete grade of "I" may be given to a student who has been doing satisfactory work in a course but, for reasons beyond the control of the student and deemed justifiable by the instructor, had not completed all requirements for a course when grades were submitted."

We propose updating the language to state: "An incomplete grade of "I" may be given to a student **who has completed at least more than 60% of the course and has been doing satisfactory work**, but for reasons beyond the control of the student and deemed justifiable by the instructor, had not completed all requirements for a course when grades were submitted."

Please see the accompanying document and in particular the highlighted area where the requested change is applicable.