

## **GRADES**

The grading standards and policy for Temple College are listed and explained in the College Catalog. The online Catalog can be found on the Temple College website.

The following guidelines should be followed for grading:

1. At the beginning of the semester, students should be informed in the Course Syllabus of the criteria used to determine grades in each course.
2. Students should be able to determine their overall status in the course at any time.

### **Reporting Grades**

Faculty members report grades at the end of each semester using TConnect. All grades are to be reported by the dates published in the College Calendar.

### **Incomplete Grades**

A grade of "I" may be submitted for incomplete coursework. The faculty member teaching the course determines on a case-by-case basis if a grade of "I" is warranted. Instructions for issuing a grade of Incomplete are provided in the College Catalog. The College Catalog can be found on the Temple College website.

### **Grade Changes**

Grades on official class rolls are important permanent records and should be changed only when an obvious error or oversight has been committed. Information about grade changes is contained in the College Catalog located on the Temple College website.

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