

IN PROGRESS GRADING SYSTEM

The grade of IP (in progress) is an available grading option for courses in which more than one term is required for completion because of the nature of course requirements or specific academic work. This would also include courses such as fieldwork/ practicum where the experience extends beyond the grading deadline. An "IP" may be given for courses such as thesis research, thesis writing, independent study, field experience, or internships. IP grades must be resolved by the "Incomplete" deadline as stated in the University Academic Calendar or a grade of "U" will be recorded.

The extension of an IP (in progress) grade for one semester may be granted if circumstances prevent the student from completing the course. In such cases, the student is responsible for obtaining the approval of the professor who must notify the Registrar in writing of his/her approval prior to the end of the initial deadline. With regard to the extension of an IP grade, the required course work must be completed by the student prior to the beginning of the final examination period of the semester immediately following the one in which the IP was originally issued. The instructor will then have five working days within which to submit the final grade to the Registrar.

The IP grading option is not available for all graduate courses. Instructors who will be using the IP grading option will state this on his or her course syllabi or in the course manual (i.e. fieldwork manual). The IP grade will not be given in place of an Incomplete and will be used only in an instance where the nature of the course prohibits the grading of a student during the regular grading period for that term. The IP option is instructor-initiated, whereas an Incomplete is an "administrative entry" and must be requested by the student.