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"N" GRADES AND "Q" GRADES - STATUTE OF LIMITATIONS

An 'N' is a suspended grade for courses in which work is not scheduled for completion until after the quarter closes, e.g., thesis or research courses, independent studies, or off-campus education. Students assigned a grade of 'N' are required to complete the work within the following four consecutive academic quarters. Once this twelve-month allowance has elapsed, the 'N' grade becomes permanent and re-registration for the course and the payment of regular tuition is required in order to obtain credit for the work completed.

Only in rare instances does an undergraduate course meet the requirement for granting 'N' grades. When such a case arises, consultation with the Office of the Registrar is required in advance of scheduling the course.

The schedule for 'N' removal is as follows:

'N' GRADES RECEIVED:	MUST BE REMOVED BEFORE:
Summer term	August 1 of the following calendar year
Fall term	November 15 of the following calendar year
Winter term	March 1 of the following calendar year
Spring term	May 1 of the following calendar year

Those expecting to receive a degree in June are required to clear the 'N' grade by the preceding May 1 regardless of when the grade was assigned. Names of those not clearing an 'N' grade by this date will be automatically removed from the final commencement list.

It shall be the responsibility of the student to make the necessary arrangements with the supervising instructor to remove the 'N' within the allotted span. The "Change of Grade Form" should be obtained by the instructor from the Office of the Registrar and filed by the instructor with the Office of the Registrar by the deadlines above. There is no charge to the student for removal of an 'N' grade.

The 'Q' grade, which indicates doctoral project/dissertation work-in-progress and must be removed within the six year limit for all degree coursework, no matter when earned. Once the 'Q' six-year limit has expired, the 'Q' becomes permanent and the student must re-register for the course and payment of regular tuition is required in order to obtain credit for the work completed.

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