SOUTH DAKOTA BOARD OF REGENTS

Academic and Student Affairs

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SUBJECT
BOR Policy Revisions Regarding Midterm Grading
> **BOR Policy 2.1.1 – System Academic Year/Academic Calendar (First Reading)**
> **BOR Policy 2.8.1 – Grades and Use of Grade Point Averages (First Reading)**

CONTROLLING STATUTE, RULE, OR POLICY
> BOR Policy 2.1.1 – System Academic Year/Academic Calendar
> BOR Policy 2.8.1 – Grades and Use of Grade Point Averages

BACKGROUND / DISCUSSION
Midterm grading is a process whereby faculty provide a DEF grade (deficiency grade) to document a student's progress in their courses typically at the half point in the semester. BOR's current process is to initiate a DEF (deficiency grade) per campus guidance notating if there is a deficiency in the course. Since the DEF was initiated, the Regental system implemented an academic student early alert and success solution. This is the system where faculty can personalize communication to students on their successes in the class or potentially academic needs. The early alert system allows a more frequent schedule to personalize academic and student success communication. This new solution has transitioned the overall system to reducing the need for a DEF grade. Rather, best practice for universities typically is to enter a letter grade (A-F) for the student midway through the semester.

With renewal of the learning management solution[1] (D2L Brightspace) this past cycle, the top D2L priority identified by stakeholders was to synchronize midterm and final grades with the student information system (Banner), allowing for grades to be automatically exported from one system to the other. If the adoption of the synchronization is supported and implemented, the DEF grade will no longer be supported due to the grading functionality.

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[1] D2L allows faculty to deliver course content to students through an online platform. In addition to course curriculum and content, course assignments and quizzes can be delivered and graded.

(Continued)

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DRAFT MOTION 20241211_6-A:
I move to approve the first reading of the proposed revisions to BOR Policy 2.1.1 (System Academic Year/Academic Calendar) and BOR Policy 2.8.1 (Grades and Grade Point Averages), as presented.

This request for grade synchronization prompted a full review of BOR Policy 2.1.1 and BOR Policy 2.8.1. The Academic Affairs Council, working with the campuses, evaluated the policies in their entirety. These discussions started in April 2024 and continue today. The following changes are being recommended for a first review.

BOR Policy 2.1.1 System Academic Year/Academic Calendar Dates:

1. Section D: Important Academic Dates, subsection 6: Modified the deficiency grade to mid-term grading dates.

BOR Policy 2.8.1 Grades and Use of Grade Point Averages:

1. Definition Section: Incorporated updated or new definitions.

2. Undergraduate Grades: Incorporated the integration and requirement for midterm grades. The movement to the D2L integration required actual letter grades, whereas, in the past faculty could opt to use a general code of DEF.

3. Minimum Progression Standards: In 2020 respectively, this policy was modified to move progression to once a year. After feedback from academic advising, student success advisors, and registrars, the policy will go back to twice a year at the conclusion of the Fall and Spring Term for minimum progression processes.

4. Academic Standing: Good academic standing was set at a GPA of 2.0 for all students, regardless of how many credit hours they have accumulated.

5. Academic Suspension: The vice presidents recommend removing language on the transcript for the undergraduate student and allow the universities due to accreditation needs to notate suspension at the graduate level.

6. Minimum Progression Standards: The movement from an associate's to a bachelor's degree program may require coursework and a good standing prior to the major change.

7. Financial Aid Eligibility: Any changes to credit hours or academic suspension may impact financial aid. Therefore, this language was added to alert the student of potential impact.

8. Academic Amnesty: The last portion of Section 4.4.2.2 was moved to Section 4.4.2.7 In addition, AAC recommended adding clarifying language 'from an accredited university' in Section 4.4.2.4 for purposes of academic amnesty.

9. Graduate Grades: The incorporation of midterm grading was implemented into the policy allowing a campus to execute policy based on campus programming requirements.

10. Last Date Attended: Based on federal rules for both financial aid and distance education for professional licensure, language was updated to ensure compliance.

While this policy has been reviewed by the academic vice presidents, to ensure all relevant stakeholders are informed of the relevant changes, Dr. Minder will meet with the following groups:

- Academic Records: Discussing with academic record staff on end-of-term processing.
- Academic Advisors: Deliberating with academic advising for the academic progression processing.
- D2L Administrators: Testing with the D2L administrators and faculty on grade integration.
- Campus Stakeholders: Continuing discussions with faculty via the academic vice president and campus processes.
- Faculty Discipline Councils: Communicating with the faculty discipline councils.

IMPACT AND RECOMMENDATION

The Academic Affairs Council (AAC) recommends the following preliminary enhancements to BOR Policy 2.1.1 and BOR Policy 2.8.1. These policies are scheduled to be presented at the April 2025 BOR meeting for formal approval with a Fall of 2025 implementation.

The work that must occur over the next several months to prepare for a September 2025 go-live include:

- Approving the final testing of the grade integration.
- Documenting procedures for the D2L enhancements.
- Developing AAC Guidelines for midterm and final grading.
- Implementing system process changes for the student information system.

The Board academic staff supports the recommendation for the initial draft of the revised attached policies. The system academic staff and the vice presidents will continue to work through the change management of this policy and the impacts to the student information system.

The timeline associated with this policy revision will be as follows:

- First Reading – December 2024 BOR Meeting
- Second and Final Reading – April 2025 BOR Meeting
- Go-Live – Start of Fall 2025

ATTACHMENTS

Attachment I – Proposed Revisions to BOR Policy 2.1.1 – System Academic Year/Academic Calendar

Attachment II – Proposed Revisions to BOR Policy 2.8.1 – Grades and Grade Point Averages

SOUTH DAKOTA BOARD OF REGENTS

Policy Manual

SUBJECT: System Academic Year / Academic Calendar

NUMBER: 2.1.1

A. PURPOSE

This policy defines the academic year for the Regental institutions and applies to the six public institutions of higher education. This policy governs the academic calendars as approved by the Board of Regents and serves two fundamental purposes for the system. First, Federal Financial Aid requires programs to meet the established academic calendars. Second, academic instruction and processing within the student information system requires a well-coordinated academic calendar that spans admissions, registration, billing, financial aid, academic records, completion and transcription, and reporting.

B. DEFINITIONS

1. **Academic Calendar:** Date-driven academic year divided into formatted terms and detailed by academic and non-academic days.

2. **Academic Days:** Academic class days available in the academic calendar where academic engagement and instruction occurs.

3. **Academic Engagement:** Defined under federal regulations[1] as active participation by a student in an instructional activity related to the student's course of study and includes, but is not limited to - attending a synchronous class, lecture, recitation, or field or laboratory activity, physically or online, where there is an opportunity for interaction between the instructor and students; submitting an academic assignment; taking an assessment or an exam; participating in an interactive tutorial, webinar, or other interactive computer-assisted instruction; participating in a study group, group project, or an online discussion that is assigned by the institution; or interacting with an instructor about academic matters.

4. **Academic Year:** Represents a 365-day period establishing term begin and end dates.

5. **Census Date:** A date determined after calculating the calendar days as outlined in section D.4 for the term or non-standard term.

6. **Finals Week:** Dates designated for the delivery of final examination or completion of course assignments to conclude the term and non-standard term.

7. **Instructional Time:** A period of seven (7) consecutive days in which at least one (1) day of regularly scheduled academic engagement occurs.

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[1] Code of Federal Regulations (CFR), Title 34, Part 600.2

8. **Non-Academic Days:** Those calendar days that have no academic engagement activity. These days include holidays, non-scheduled class day, spring-break, administrative days, etc.

9. **Regental Institution:** Defined as one of the six (6) public universities: Black Hills State University, Dakota State University, Northern State University, South Dakota School of Mines and Technology, South Dakota State University, and the University of South Dakota.

10. **Semester:** Defined as fifteen (15) weeks of instructional activity followed by finals week for Fall and Spring. The duration of weeks may be shorter for the summer semester.

11. **Term:** Defined as a more general duration of the academic calendar. The Regental system provides semester terms. Within a semester, parts of terms may exist.

C. GOVERNANCE, POLICY STATEMENTS

1. All Regental institutions shall operate under a common standard academic calendar approved by the Board of Regents except for the Medical School and Law School at the University of South Dakota.

2. The U.S. Department of Education[2] requires institutions with programs offering credit hours to establish an academic calendar to include thirty (30) weeks of instructional time for Fall and Spring. Instructional time does not include non-academic days or periods of orientation, counseling, homework, vacation, or other activity not related to academic engagement.

3. The full part of the term for Fall and Spring semester terms are fifteen (15) weeks of instructional time each for federal compliance.   The student information system may have multiple parts of terms which are approved by the institution and must comply with federal law.

4. The Summer semester/term is an abbreviated semester and may be less than fifteen (15) weeks. The academic days and part of the term for the summer courses can be an intensive and concentrated schedule to ensure the required course contact hours and credit hour requirements are met.

5. The academic year begins with the summer term and is defined as the header [beginning] of the academic year for federal financial aid purposes.

6. Finals week shall be the last full week of the semester after the fifteen (15) weeks of instructional activity.

7. The student information system shall be utilized to process all academic processes related to the academic calendar.

8. The system enrollment services center shall work with the institutional registrar, financial aid, student accounts receivable, and general student service offices to develop a processing calendar prior to each term. This processing calendar presents a collaborative effort across

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[2] Federal Student Aid Handbook. Academic Years, Academic Calendars, Payment Periods, and Disbursements | 2022-2023 Federal Student Aid Handbook

the institutions and across multiple disciplines (academic records, accounts receivable, admissions, financial aid, and technology).

9. The system academic processing calendar shall be posted and made available to all personnel working with academic processing.

D. IMPORTANT ACADEMIC DATES

The academic calendar includes the following important dates (listed in alphabetical order). The Academic Affairs Council (AAC) Guidelines will provide more information on system academic processing for these important dates.

1. Billing Dates

The student information system and shared student accounts receivable services shall process all billing approximately six (6) weeks prior to the start of the fall and spring terms and by May 1st for the summer term across the Regental system.

2. Disbursement of Financial Aid

Federal regulations allow the first federal financial aid disbursement to be no sooner than 10 days before the start date of each term. Each institution may set their own first disbursement date for each term and their own disbursement schedule throughout the term. Financial aid disbursement occurs on a rolling basis throughout each term.

3. Add-Drop Dates

The add/drop period is the period during which students may adjust their academic schedule for the terms without financial or academic consequences. The last day of the drop/add period for a course shall be designated as the census date for that course and will be the official date for enrollment reporting.

4. Census Dates

The official date for standard courses shall be the date the first ten (10) percent of the term ends. For any non-standard course, the census date shall be calculated for the course based on the number of calendar days for the course. When calculating ten (10) percent of the term, all days are included (Saturday, Sunday, and holiday) except for breaks of five (5) or more days. Breaks of five (5) days are excluded from the total number of days for calculating ten (10) percent of the course.

5. Mid-Term Date

The Mid Term Date shall be determined by counting the number of academic days from the beginning of a term and dividing by two (2) (rounding up where the number of class days in a term is an odd number). The Mid Term Date shall be the last day of the first half of the term.

6. Mid-Term ~~Deficient Academic~~Grading ~~Progress~~ Dates

Instructors shall submit ~~a deficient academic progress report~~midterm grades for undergraduate students no later than three (3) working days after the Mid Term Date for Fall and Spring terms. Procedures for midterm grading can be found in AAC Guideline 2.8.1.1.

7. **Withdrawal Dates**

   Last day to withdraw from any/all courses must occur prior to 70 percent of the term or non-standard term to receive a 'W'. There are financial implications to withdrawing after census and up to the 70 percent date as outlined on the academic calendar. For more information on tuition and fees and withdrawal, see BOR Policy 5:7.2.

8. **End of Term Dates**

   8.1. Finals Week

   For the full part of term, the last week of the schedule is considered the finals week. It shall be after the full fifteen weeks of the semester.

   8.2. Final Semester Grade Dates

   Instructors shall submit all grades no later than three working days after the last day of final summative examinations and assignments for the term.

   8.3. Final Grade Validation

   The Registrar's Office at each university shall validate that all grades are submitted no later than two working days following the instructor's submission deadline as outlined above in 8.2.

   8.4. System Processing

   Immediately following completion of grade validation (next business day), the system enrollment services center must promptly initiate the student information systems processing calendar. The end of term calendar timeline is approved by the functional experts each term.

9. **Refund Dates**

   BOR Policy 5.7.2 shall outline the refund policy for students.

E. **NON-ACADEMIC APPROVED DAYS**

   1. Holidays are considered non-academic days. The approved holiday schedule for Regental institutions is listed.

New Year's Day	January 1*
Martin Luther King Jr. Day	Third Monday in January
Presidents' Day	Third Monday in February
Memorial Day	Last Monday in May
Juneteenth	June 19*
Independence Day	July 4*
Labor Day	First Monday in September
Native Americans' Day	Second Monday in October
Veterans' Day	November 11*
Thanksgiving Day	Fourth Thursday in November
Christmas Day	December 25*

If January 1, June 19, July 4, November 11, or December 25 fall on a Sunday, the Monday following shall be observed as the holiday; if they fall on a Saturday, Friday is the holiday[3].

2. The academic calendar shall have other pre-scheduled dates where no class will be scheduled (e.g., spring break). If the entire week is not scheduled, it shall not count as an instructional week.

RESOURCES:

- BOR Policy 2.4.3 – Definition and Assignment of Credit Hours

- BOR Policy 5.7 – Refunds

- Academic Calendar

- AAC Guideline 2.8.1.1 Midterm and Final Grading

SOURCE:

BOR 1978; BOR July 1971; § 1-5-1, 1974; BOR May 1990; BOR, April 1992; BOR December 1993; BOR January 1996; BOR June 1999; BOR May 2000; BOR May 2001; January 2002; BOR May 2002; BOR December 2002; March 2003; BOR December 2003; BOR May 2004; BOR December 2004; BOR December 2005; BOR March 2006; BOR December 2011; BOR March 2022; BOR August 2023; October 2023 (Clerical).; April 2025.

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[3] South Dakota Codified Law 1-5-1.

SOUTH DAKOTA BOARD OF REGENTS

Policy Manual

SUBJECT: Grades and Use of Grade Point Averages (GPA)

NUMBER: 2.8.1

A. PURPOSE

To define undergraduate and graduate level grades to be used at Board of Regents institutions, and to describe the use of grade point averages for the purposes of minimum progression, graduation standards, academic amnesty, and various academic honors.

B. DEFINITIONS

1. **Dual Enrolled Student:** A student who has earned college credit prior to their high school graduation, where the credit is included on both the official high school and postsecondary institution transcript.

2. **External Transfer Student:** A degree or non-degree seeking student who transfers from a non-Regental institution.

3. **Final Grade:** The last and final grade assigned at the end of the term.

1.4. **Internal Transfer Student:** A degree or non-degree seeking student who transfers among one of the six Regental institutions which results in the change to the ~~students~~student's "home" designation.

5. **Dual Credit Student:** ~~A student who has earned college credit prior to their high school graduation, where the credit is included on both the official high school and postsecondary institution transcript.~~**Last Date Attended:** The last date of academic engagement/participation by a student as reported by the instructor ~~as reported by the instructor~~.

6. **Level:** Indicates whether a student is an undergraduate, graduate, medical or law student.

7. **Midterm Grade:** Grades assigned for courses delivered over the full term typically between the sixth and eighth week of courses.

C. POLICY

1. **Undergraduate Grades**

Midterm undergraduate grades will be assigned for all full part of term courses unless exempted under AAC guideline 2.8.1.1. Final ~~U~~undergraduate ~~g~~Grades will be assigned to the undergraduate academic level and to all courses and sections with course numbers ranging from 001 to 499. Plus and minus grades are not used.

A	Exceptional	4.00 grade points per semester hour
B	Above Average	3.00 grade points per semester hour
C	Average	2.00 grade points per semester hour
D	Lowest Passing Grade	1.00 grade points per semester hour
F	Failure	0.00 grade points per semester hour
S	Satisfactory	Does not calculate into any GPA
U	Unsatisfactory	Does not calculate into any GPA
RI	Incomplete (Remedial)	Does not calculate into any GPA
RS	Satisfactory (Remedial)	Does not calculate into any GPA
RU	Unsatisfactory (Remedial)	Does not calculate into any GPA
W	Withdrawal	Does not calculate into any GPA, no credit granted
WD	Withdrawal (First 6 Courses)	Does not calculate into any GPA, no credit granted
WW	Withdrawal (All Courses in a term)	Does not calculate into any GPA, no credit granted
WFL	Withdrawal (7th Course or higher)	0.0 grade points per semester hour
AU	Audit	Does not calculate into any GPA
I	Incomplete	Does not calculate into any GPA
IP	In Progress	Does not calculate into any GPA
SP	Satisfactory Progress	Does not calculate into any GPA
EX	Credit by Exam	Does not calculate into any GPA
CR	Credit	Does not calculate into any GPA
TR	Note for NSE/MEDT	Does not calculate into any GPA, no credit granted
LR	Lab grade linked to Recitation Grade	0 credit course
NG	No Grade	0 credit tracking course
NR	Grade not Reported by Instructor	Does not calculate into any GPA
Grade*	Academic Amnesty	Does not calculate into any GPA, no credit given

2. **Undergraduate Grade Descriptions, Uses, and Restrictions**

2.1. <u>AU:</u> An audit (AU) grade may be granted only when the student has elected the AU option on or prior to the census date of the term.

2.2. <u>CR:</u> A credit (CR) grade may be granted only for non-course credit that is not related to an examination or to equating transfer grades to the BOR grading system. This grade is not used for any Regental university course.

2.3. <u>EX:</u> An examination for credit (EX) grade may be granted only for non-course credit validation obtained through a validation process. This grade is not used for any Regental university course.

2.4. <u>I:</u> An incomplete (I) grade may be granted only when all of the following conditions apply:

- A student has encountered extenuating circumstances that do not permit him/her to complete the course.

- The student must be earning a passing grade at the time the Incomplete is necessitated. Anticipated course failure is not a justification for an incomplete.

- The student does not have to repeat the course to meet the requirements.

- The instructor must agree to grant an incomplete grade.

- The instructor and student must agree on a plan to complete the coursework.

- The coursework must be completed within one semester; extensions may be granted by the institutional Chief Academic Affairs Officer.

- If the student completes the course within the specified time, the grades that may be assigned are A, B, C, D, F, S, RS, RU, or U.

- If the student does not complete the course within the specified time, the grade assigned will be F (Failure) or U (Unsatisfactory) or RU (Remedial Unsatisfactory) or S/U as applicable.

2.5. IP: An in progress (IP) grade may be granted only when all of the following conditions apply:

- The requirements for the course (for every student enrolled in the course) extend beyond the current term.

- The extension beyond the current term must be defined before the class begins.

- The instructor must request permission to award IP grades for a course from their Department Head and Dean, and then approval must be obtained from the institutional Chief Academic Affairs Officer or designee.

- A definite date for completion of the course must be established in the course syllabus.

2.6. NG: A grade of NG will be used only with those course sections that are designated as Tracking/Program Sustaining (Q) and those that are assigned the code for Master's Research Problems/Projects Sustaining, Thesis Sustaining, or Dissertation Sustaining (U).

2.7. RI, RS, RU: Remedial grades (RI, RS, RU) may be granted only for courses numbered 001 to 099.

2.8. S/U: A Satisfactory/Unsatisfactory (S/U) grade may be granted only when the entire course requires the S/U grade or the student has elected the S/U option on or prior to the census date of the term.

2.9. SP: A satisfactory progress (SP) grade may be granted only for students enrolled in MATH 095. If the grade of SP is awarded the following conditions apply:

- The grade is an alternative to RS and RU.

- The student must have made satisfactory progress during the course but the student did not develop mastery of all the required content. If the student successfully mastered the materials, the grade of RS should be assigned. If satisfactory progress was not made, the grade of RU should be assigned.

2.10. <u>WD:</u> Beginning with the Fall 2015 term, a grade of withdrawal (WD) may be assigned only six times during a student's undergraduate career. If the student drops additional classes, a grade of WFL will be assigned. Withdrawal grades assigned to continuously enrolled students prior to this term will not count against the limit. Additionally, those withdrawal grades assigned at a non-Regental institution prior to entry as a transfer student will not be counted against the six course limits. This limit does not include W grades assigned if a student withdraws from all classes in a given term, which will be assigned a WW grade. The campus Chief Academic Affairs Officer may make exceptions to this requirement in those cases where there are unique factors.

3. Definition and Calculation of Grade Point Averages

The following grade point averages are calculated each academic term (Fall, Spring, Summer):

3.1. <u>Institutional GPA</u>: based on credits earned at a specific Regental university. Utilized to determine if degree requirements have been met and to determine Honors Designation at graduation.

3.2. <u>System Term GPA</u>: based on credits earned at any of the six Regental universities within a given academic term (Fall, Spring, Summer). Utilized to determine minimum progression status.

3.3. <u>Transfer GPA</u>: based on credits earned and officially transferred from an accredited college or university outside the Regental system. When a letter grade that normally calculates into the grade point average exists for a non-academic course (e.g., credit earned via examination), it will be included in the transfer GPA.

3.4. <u>Cumulative GPA</u>: based on all credits earned by the student (transfer credit plus system credit). Utilized to determine minimum progression status and to determine if degree requirements have been met and to determine Honors Designation at graduation.

3.4.1. When a course has been repeated for credit, all attempts will be entered on the transcript, but the last grade earned will be used in the calculation of the cumulative grade point average (See also 2:5, section B.7).

4. Minimum Progression Standards

4.1. Minimum progression standards and related actions are based on the student's cumulative grade point average and system term grade point average.

4.1.1. <u>Good Academic Standing</u>: A student, who meets or exceeds the cumulative grade point average requirements as listed, ~~is considered to be~~is in good academic standing. The Academic Standing process is completed at the end of the <u>Fall and </u>Spring Term. ~~The required~~A good academic standing is at or above a ~~ GPAs are based on credit hour completion.~~2.0 GPA. ~~Students who have taken more credit hours are expected to meet a higher GPA standard.~~

~~Credit Hour Range~~	~~GPA Standard~~
~~0-44.99~~	~~1.8~~

45 90+   2.0

4.1.2   Academic Standing

4.1.2.1   Academic Probation: The academic standing process shall be completed in each of the Fall and Spring terms. If a student's cumulative grade point average falls below the GPA standard for his/her designated class levelrank as listed in Section 4.1.1 at the end of both the Fall and Spring academic term, the student shall be placed on academic probation for the following term(s) until academic progression is processed.

While on academic probation the student must earn a system term grade point average that meets or exceeds the GPA standard required. During this period, the student's academic success team (as determined by the institution) is expected to monitor and meet with the student to best position him or her for success.

When a student on academic probation achieves a cumulative grade point average that meets or exceeds the GPA standard, the student is returned to good academic standing.

4.1.2.2   Academic Suspension: A student on academic probation who fails to maintain a term and/or cumulative grade point average that meets or exceeds the GPA standard required by the next Academic Standing process as described in Section 4.1.1 is placed on academic suspension for a minimum of two academic terms.

A student on academic suspension will not be allowed to enroll for any coursework at any Regental university except when an appeal has been approved by the Regental university from which the student is pursuing a degree. An approved appeal granted by one Regental university will be honored by all Regental universities. (Also refer to BOR Policy 2.2.1, Section C.9.7. Students on Probation/Suspension.)

4.1.2.2.1   Only Academic Suspension will be entered on the student's transcript. Academic probation will be noted in the internal academic record only.Transcripts

Undergraduate academic progress shall not be notated on the transcript. Institutions may insert academic progress on the graduate transcript.

4.1.3   Students enrolling in the Regental system for the first time with prior credit, including internal and external transfer students and dual credit students, shall not be placed on probation by their designated home institution until they have been enrolled at a Regental university for one (1) academic term.

4.2   Minimum Progression Standard Report

5   Each Fall the Board of Regents will receive data on the minimum progression status for students in the Regental system. For each institution, data will be disaggregated to identify

the number of undergraduate students in Good Standing, Placed on Probation, and Suspended for each admission classification.

4.2 Minimum Progression Standards for Degree and Major Changes

If a student starts in an associate degree as outlined in the admission guidelines with respect to admission criteria, those students must complete the required coursework for the first year, have a GPA that is in good standing based on section 4, 4.1 and must complete a minimum of 15 credit hours prior to requesting a change in degree/major.

5.14.3   Financial Aid Eligibility

If a student has been suspended from the institution, the student is no longer eligible for any financial aid unless they return to good standing. Once a student has been readmitted, the student's financial aid status and eligibility will be determined based on financial aid Satisfactory Academic Progress (SAP) standards.

5.24.4   Minimum Graduation Standards

To be awarded a baccalaureate degree, an associate degree or a certificate a student must at a minimum have a cumulative GPA of 2.0 or higher. With Board approval, additional requirements including more specific GPA requirements may be established for some programmatic offerings and these must be met.

5.34.5   Academic Amnesty

4.4.1 The goal of academic amnesty is to respond to the academic needs of individuals as they develop newly identified potential. Through the application of academic amnesty, the student's prior academic record can be excluded from current work under certain conditions.

4.4.2 To be eligible for Academic Amnesty, the student must:

4.4.2.1 Be an undergraduate, full-time or part-time, degree-seeking student at one of the universities in the South Dakota Regental system;

4.4.2.2 4.4.2.2 Not have been enrolled in any postsecondary institution for a minimum of three consecutive terms (including only Fall and/or Spring terms) prior to the most recent admission to the home institution; Exceptions may be granted in rare cases only by the Board of Regents Vice President for Academic Affairs upon recommendation by the Chief Academic Affairs Officer;

4.4.2.3 Have completed a minimum of twelve (12) graded credit hours taken at any Regental university with a minimum grade point average of 2.0 for the twelve (12) credit hours after the most recent admission to the home institution;

4.4.2.4 Not have earned a certificate, associate or baccalaureate degree from any accredited university;

4.4.2.5 Not have been granted any prior academic amnesty at any Regental university;

4.4.2.6 Submit a formal Academic Amnesty Petition to his/her home university following the procedures established by that university;

4.4.2.7 Exceptions may be granted in rare cases only by the Board of Regents Vice President for Academic Affairs upon recommendation by the Chief Academic Affairs Officer.

4.4.3 Conditions of Academic Amnesty:

4.4.3.1 Academic amnesty does not apply to individual courses.

4.4.3.2 Academic amnesty may be requested for:

4.4.3.2.1 All previous postsecondary education courses, or

4.4.3.2.2 All previous postsecondary education courses at a specific postsecondary institution, or

4.4.3.2.3 A specified time period not to exceed one academic year (Fall/Spring) completed at any postsecondary institution(s).

4.4.3.3 Academic amnesty, if granted, shall not be rescinded.

4.4.3.4 Courses for which academic amnesty is granted will:

4.4.3.4.1 Remain on the student's permanent record;

4.4.3.4.2 Be recorded on the student's undergraduate transcript with the original grade followed by an asterisk (*);

4.4.3.4.3 Not be included in the calculation of the student's grade point average because no credit is given;

4.4.3.4.4 Not be used to satisfy any of the graduation requirements of the current degree program.

4.4.4 Academic amnesty decisions will be made by the student's home institution, will be honored by all undergraduate programs within the home institution, and will be honored by all undergraduate programs at other institutions within the South Dakota Regental system.

4.4.5 Universities outside of the South Dakota Regental system are not bound by the academic amnesty decisions made by the South Dakota Regental system.

4.4.6 Regental graduate programs and graduate professional schools may consider all previous undergraduate course work when making admission decisions.

4.5 Dean's List Designation

4.5.1 Undergraduate, full-time students may be designated for the Dean's List at the end of the fall and spring terms. The Dean's List designation is determined by the home university and is based on a student's total course registrations for academic credit for the term from any Regental university. The Dean's List designation does not appear on the transcript.

4.5.2 To be awarded Dean's List designation, students must meet the following guidelines.

4.5.2.1 Students must have earned a minimum of twelve (12) credit hours in courses numbered 100-699 during the term.

4.5.2.2 Students must achieve a System Term GPA of at least 3.50.

4.5.2.3 Students with F, I, U, RI, or RU grades are not eligible regardless of System Term GPA attained.

4.6 Academic Recognition for Undergraduate, Part-Time Students

4.6.1 Undergraduate, part-time students taking fewer than twelve (12) credits per term may be designated for Academic Recognition for Part-Time Students at the end of the fall and spring terms. The Academic Recognition for Part-Time Students designation is determined by the home university. The Academic Recognition for Part-Time Students designation does not appear on the transcript. To be awarded the Academic Recognition for Part-Time Students designation, students must meet the following guidelines:

4.6.1.1 Students must have completed at least twelve (12) credit hours prior to the current semester at one or more Regental institutions.

4.6.1.2 The student must have earned at least three (3) and up to eleven (11) credit hours of 100-699 level courses during the term.

4.6.1.3 Students must achieve a System Term GPA of at least 3.50.

4.6.1.4 Students with F, I, U, RI, or RU grades are not eligible regardless of System Term GPA attained.

4.7 Honors Designation at Graduation

4.7.1 Post-baccalaureate Degree: The institution granting the degree determines the Honors Designation for its post-baccalaureate graduates. Common practices of the academy and of the specific discipline shall be followed.

4.7.2 Baccalaureate Degree: The institution granting the degree determines the Honors Designation for its graduates. To earn an Honors Designation at graduation the undergraduate student must meet both the following cumulative and institutional grade point averages:

Summa Cum Laude	equal to or greater than 3.9
Magna Cum Laude	equal to or greater than 3.7 and less than 3.9
Cum Laude	equal to or greater than 3.5 and less than 3.7

4.7.2.1 The undergraduate student must have completed a minimum of sixty (60) credit hours at the institution granting the degree. Courses that are part of a formal collaborative agreement among Regental universities are considered to be earned from the institution granting the degree. (Also refer to BOR Policy 2.3.7.)

4.7.3 Associate Degree: The institution granting the degree determines the Honors Designation for its associate-level graduates. To earn an Honors Designation at

graduation, an associate-level graduate must meet both the following cumulative and institutional grade point averages:

With highest honor	equal to or greater than 3.9
With high honor	equal to or greater than 3.7 and less than 3.9
With honor	equal to or greater than 3.5 and less than 3.7

4.7.3.1 An associate-level graduate must have completed a minimum of thirty (30) credit hours at the institution granting the degree. Courses that are part of a formal collaborative agreement among Regental universities are considered to be earned from the institution granting the degree. (Also refer to BOR Policy 2.3.7.)

4.8   Graduate Grades

Midterm grades are based on institutional requirements. Final ~~gGraduate Grades~~ grades will be assigned to the Graduate Academic Level and to all Courses and Sections with course numbers of 500 or greater. Plus and minus grades are not used.

A	Exceptional	4.00 grade points per semester hour
B	Good	3.00 grade points per semester hour
C	Average	2.00 grade points per semester hour
D	Unsatisfactory	1.00 grade points per semester hour
F	Failure	0.00 grade points per semester hour
S	Satisfactory	Does not calculate into any GPA
U	Unsatisfactory	Does not calculate into any GPA
W	Withdrawal	Does not calculate into any GPA, no credit granted
AU	Audit	Does not calculate into any GPA
I	Incomplete	Does not calculate into any GPA
IP	In Progress	Does not calculate into any GPA
NG	No Grade	0 credit tracking course
NP	Normal Progress	Does not calculate into any GPA
NR	Grade not Reported by instructor	Does not calculate into any GPA
EX	Credit by Exam	Does not calculate into any GPA
CR	Credit	Does not calculate into any GPA
TR	Note for NSE/MEDT	Does not calculate into any GPA, no credit granted
LR	Lab grade linked to Recitation Grade	0 credit course

4.9   Graduate Grade Descriptions, Uses, and Restrictions

4.9.1 AU: An audit (AU) grade may be granted only when the student has elected the AU option on or prior to the census date of the term.

4.9.2 CR: A credit (CR) grade may be granted only for non-course credit that is not related to an examination or to equating transfer grades to the BOR grading system. This grade is not used for any Regental university course.

4.9.3 <u>EX:</u> An examination for credit (EX) grade may be granted only for non-course credit validation obtained through a validation process. This grade is not used for any Regental university course.

4.9.4 <u>I:</u> An incomplete (I) grade may be granted only when all of the following conditions apply:

- A student has encountered extenuating circumstances that do not permit him/her to complete the course.

- The student must be earning a passing grade at the time the Incomplete is necessitated. Anticipated course failure is not a justification for an incomplete.

- The student does not have to repeat the course to meet the requirements.

- The instructor must agree to grant an incomplete grade.

- The instructor and student must agree on a plan to complete the coursework.

- The coursework must be completed within one calendar year; extensions may be granted by the Graduate Dean.

- If the student completes the course within the specified time, the grades that may be assigned are A, B, C, D, F, S, or U.

- If the student does not complete the course within the specified time, the Incomplete grade remains on the transcript.

4.9.5 <u>IP:</u> An in progress (IP) grade may be granted only when all of the following conditions apply:

- The requirements for the course (for every student enrolled in the course) extend beyond the current term.

- The extension beyond the current term must be defined before the class begins.

- The instructor must request permission to award IP grades for a course from their Department Head and Dean, and then approval must be obtained from the Chief Academic Affairs Officer.

- A definite date for completion of the course must be established in the course syllabus.

4.9.6 <u>NG:</u> A grade of NG will be used only with those course sections that are designated as Tracking/Program Sustaining (Q) and those that are assigned the code for Master's Research Problems/Projects Sustaining, Thesis Sustaining, or Dissertation Sustaining (U).

4.9.7 <u>NP:</u> A normal progress (NP) grade may be granted by an instructor when the instructor determines that a graduate student is making normal progress in a graduate Thesis/Dissertation course. If a graduate student does not enroll for a period of one calendar year, the NP grade may change to I (Incomplete) upon approval by the Graduate Dean. The NP grade calculates into attempted credits but does not calculate into completed credits or grade point averages.

4.9.8 <u>S/U:</u> A Satisfactory/Unsatisfactory (S/U) grade may be granted only when the entire course requires the S/U grade or the student has elected the S/U option on or prior to the census date of the term.

4.10 Last Date ~~of Academic Activity~~<u>Attended</u>

~~Each university must have in place a practice for determining and recording~~<u>Under federal rules, the institutions are required to track</u> the Last Date of <u>Attendance which is the last date of A</u>~~a~~cademic ~~Activity~~<u>engagement</u>, whenever reporting a final grade of F, U, or RU. <u>The institutions will implement proper monitoring of student engagement ensuring applicable financial aid rules are adhered to. AAC Guideline 2.8.1.1 Midterm and Final Grading shall provide more information on the process for coding the last date of attendance.</u>

FORMS / APPENDICES:

None

SOURCE:

BOR May 1996; BOR December 1998; BOR March 2002; BOR June 2002; BOR August 2002; BOR October 2002; BOR June 2003; BOR October 2003; BOR March 2004; BOR May 2004; BOR October 2004; BOR March 2005; BOR May 2005; BOR June 2005; BOR August 2005; BOR October 2005; BOR August 2006; BOR October 2006; BOR June 2009; BOR August 2009; BOR March-April 2011; BOR December 2011; BOR December 2013; BOR December 2014; BOR June 2015; BOR August 2015; BOR May 2018; BOR December 2020; BOR August 202<u>2</u>; October 2023 (Clerical)<u>; BOR April 2025.</u>~~.~~