

POLICY UPDATE FOR INSTRUCTORS

Policy 6-100

What instructors need to know about
the revised policy.



Effective August 1, 2026

— BEFORE YOU BEGIN

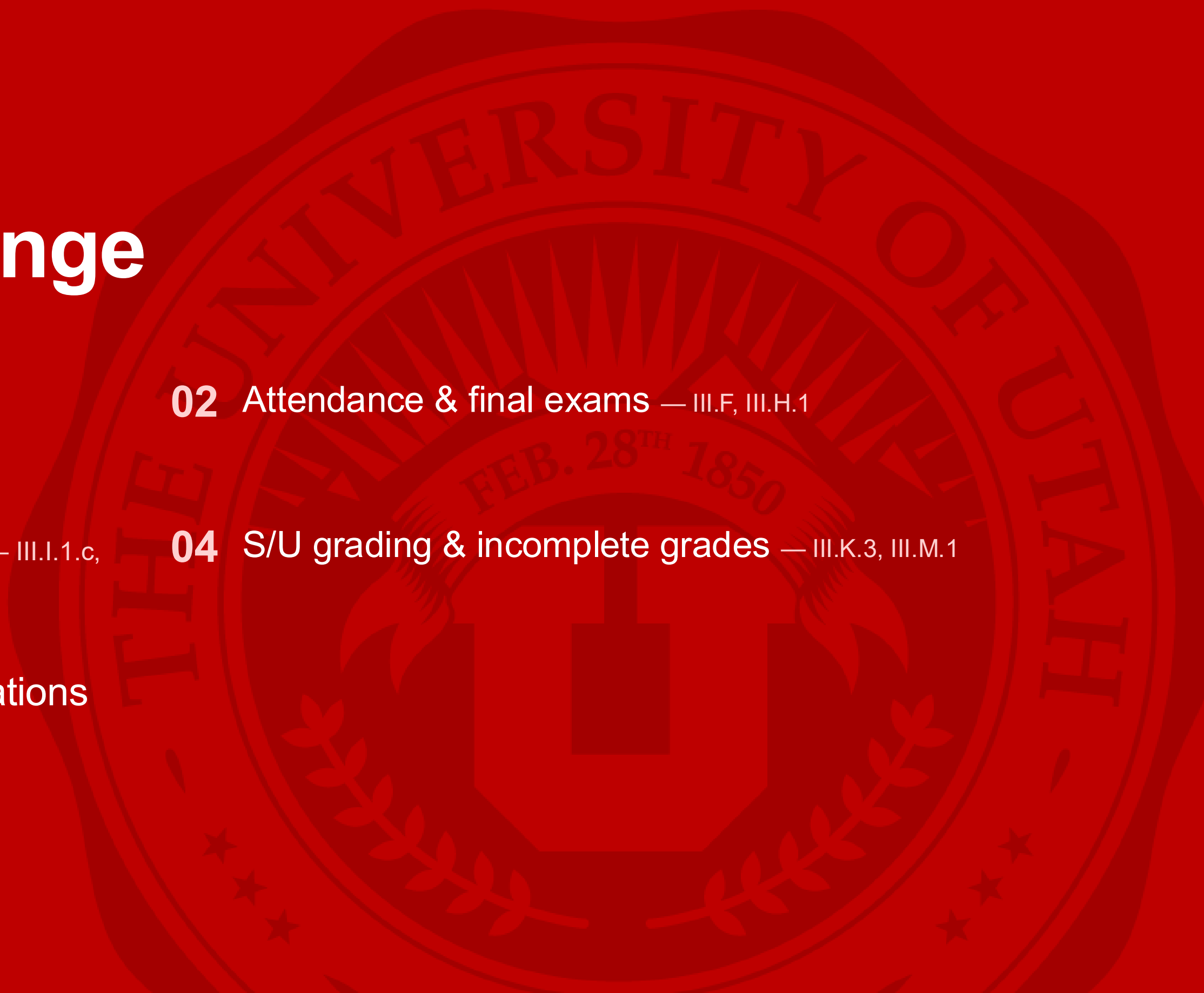
A quick note on scope

This presentation highlights **selected revisions** to Policy 6-100 relevant to instructors — it is not a complete list of every change.



Read the full policy and visit the **Regulations Library** and **Navigate** for complete details. A QR code with these resources appears at the end of this presentation.

Five areas of change

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- The background of the slide features a large, faint watermark of the University of Utah seal. The seal is circular with a sunburst in the center, surrounded by the text "THE UNIVERSITY OF UTAH" and "FEB. 28
- TH
- 1850".
- 01** Enrollment thresholds & instructor training — III.C.1, III.D
 - 02** Attendance & final exams — III.F, III.H.1
 - 03** Grading responsibilities & CR/NC — III.I.1.c, III.K.2
 - 04** S/U grading & incomplete grades — III.K.3, III.M.1
 - 05** Withdrawal deadline & accommodations — III.P.1, Section Y

Enrollment thresholds & instructor training

Section III.C.1

New Rule R6-100F

Minimum enrollment thresholds

Department chairs must cancel a course that falls below the minimum suggested enrollment threshold, unless they determine an exception applies.

20

Lower-division
(1000–2000 level)

15

Upper-division
(3000–4000 level)

Section III.D

Credit-bearing courses

Course-offering units should ensure that a graduate student or trainee serving as instructor of record completes training in teaching in higher education if they lack prior experience.

— CLASSROOM POLICY

Attendance expectations & final exams

Section III.F

Attendance expectations

Clarifies which absences instructors are required to excuse and which are left to instructor discretion, and points students to resources for working with an instructor to excuse an absence.

Section III.H.1

Final examinations

Instructors may choose the format of final exams but must give them at the time and location the Office of the Registrar assigns. Not administering a final exam requires notifying the Registrar so the room can be rescheduled.

— GRADING

Grading responsibilities & CR/NC

Section III.I.1.c

Instructor & unit grading responsibilities

Establishes grading responsibilities for instructors and requires reasonable steps to keep grading consistent across multiple graders.

Section III.K.2

CR/NC transcript notations

Moves the deadline to select CR/NC to be the same as the withdrawal deadline. CR/NC applies only when a student elects credit/no-credit in place of a standard letter grade — the instructor still submits the letter grade earned, and the system converts it to CR or NC.

— GRADING

S/U grading & incomplete grades

Section III.K.3

Satisfactory/Unsatisfactory grading

Applies a binary S/U scale to courses graded pass/fail for pedagogical reasons by default for all courses that are one-credit or less unless a curriculum committee approves standard letter grading via CourseDog.

1 credit

hour courses default to S/U grading

Section III.M.1

Temporary (Incomplete) grades

Shortens the time to resolve an Incomplete, with flexibility for extensions in exceptional circumstances.

365 → 90

days to resolve an Incomplete

Withdrawal deadline & content accommodations

Section III.P.1

Withdrawing from course sections

Moves the withdrawal deadline further into the term, giving students more information before they decide to withdraw.

75%

through the
instructional period

Section Y

New Rule R6-100B

Course content accommodations

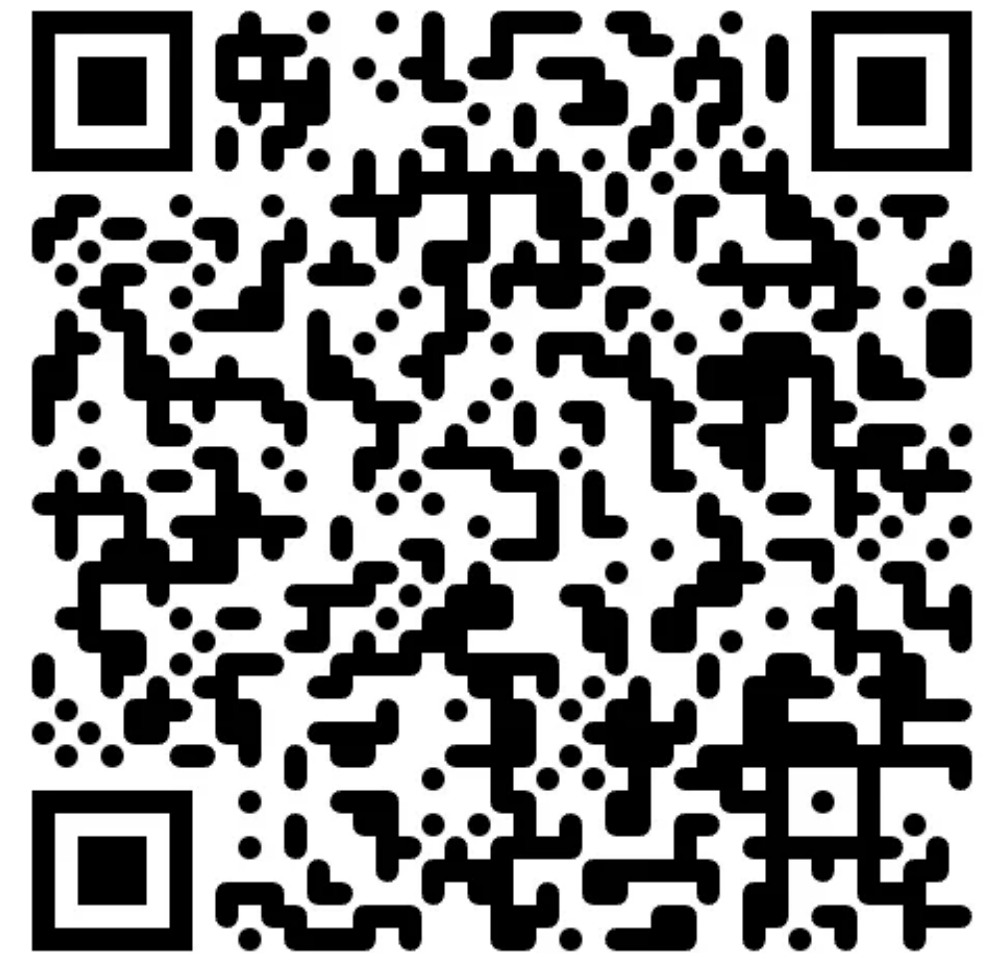
Incorporates course content accommodations into Rule R6-100B, revised to meet statutory obligations for required examinations and assignments in required courses.

QUESTIONS?

Get help applying these changes

If you have questions about how these changes apply to your courses or instructional practices, please contact the:

Martha Bradley Evans Center
for Teaching Excellence



Scan for the full policy and
additional resources