

Policy 6-100: Instruction and Evaluation

Summary of Revisions · University of Utah · Effective date: August 1, 2026 · Policy owner: Vice Provost for Student Success

NEW New provision added to policy	MODIFIED Existing provision updated	STRUCTURAL Content moved to a new rule
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Section	Topic	Type	Old Policy	Current Policy (Effective August 1, 2026)
III.A	Academic Year	MODIFIED	General description of semester/term structure. Short courses could begin/end flexibly.	Short course sections must begin and end within session start/end dates per the academic calendar. Professional programs (Law, Medicine, Dentistry) may have different term dates for Title IV compliance.
III.B	Credit Hour	MODIFIED	1 credit ≈ 3 clock hours/week; at least 1 hour in class + 2 outside. Comparability across courses expected.	Language updated for federal Title IV compliance. 1 credit hour = at least 1hr classroom + 2hr out-of-class per week, or equivalent for labs, internships, practica, etc.
III.C	Minimum Enrollment	NEW	Not addressed in old policy.	Department chair (in concert with college/school dean or designee) is responsible for canceling or granting exceptions for courses below minimum enrollment threshold. Rule R6-100F documents specific thresholds and cancellation process.
III.D	Credit-Bearing Courses	MODIFIED	Courses developed per faculty governance and Board of Regents rules. No remedial credit. Must be taught/supervised by qualified instructor.	Updated to reference UBHE Policy R470 (Gen Ed) and R471 (transfer credit). Graduate student instructors (educational trainees) should complete teaching training before or concurrent with assignment.
III.D	Credit-Bearing Courses	NEW	Courses developed per faculty governance and Board of Regents rules. No remedial credit. Must be taught/supervised by qualified instructor.	Graduate student instructors (educational trainees) should complete teaching training before or concurrent with assignment if the individual does not have prior experience in higher education teaching.
III.D	Credit-Bearing Courses	MODIFIED	Must be available at least 1 week before first class if instructor assigned 3+ weeks prior. Should include goals, expectations, major exam schedule.	Same timing rule. List made explicit: (a) course goals/objectives, (b) workload, graded activities, attendance expectations, (c) preliminary schedule of major exams/assignments. Instructors assigned < 3 weeks out must share info as early as possible.
III.E	Class Meetings	MODIFIED	Classrooms/hours could not be changed without scheduling director consent. Classes must begin and end promptly.	Course sections must use standard time blocks set by the Registrar or notify the Registrar of any deviation. Location must be listed in the schedule of classes. Instructors should not require attendance outside scheduled time/location without advance notice and reasonable accommodations.
III.F	Attendance	MODIFIED	Instructors must communicate requirements. Students in sanctioned activities, government duty, or religious obligations may make up work with instructor approval.	Clarifies required excused absences (officially sanctioned university activities, government obligations, religious belief, disability accommodation, pregnancy accommodation) vs. discretionary absences (instructor decides). Non-registered persons may not participate in course trips or activities. G6-100: Accommodating Absences for Explicitly Listed and Other Compelling Reasons provides additional guidance related to absences.

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III.G	Course Numbers	MODIFIED	Courses numbered per University Curriculum Policy Review Board rules approved by the Academic Senate.	Updated to align with UBHE Policy R475 and Curriculum Management and Academic Planning guidelines.
III.H	Final Examinations	MODIFIED	In-class finals must be given at officially set times. Schedule prepared by Scheduling Office.	Instructor determines format of final assessment. Must be administered at date/time/location set by the Registrar. Instructor with no final assessment during exam period must notify Registrar to allow classroom rescheduling.
III.I	Grading Responsibilities	MODIFIED	Grades based on performance in exams, papers, participation, etc. No specific process for requesting grade explanations.	Instructor of Record must assign grades based on quality of work, not effort. Students may request grade explanation within 20 business days. Must take reasonable steps to ensure consistent grading across TAs/graders. If instructor leaves/unavailable, Course-Offering Unit assigns grades.
III.I	Grading Responsibilities	MODIFIED	General reference to ADA and Section 504 accommodations.	CDA determines accommodations. Instructor who cannot provide accommodation contacts CDA, not the student. Students need not disclose reason for accommodation. Instructors should not grant informal accommodations — direct students to CDA.
III.J	Grade Reports	MODIFIED	Instructors report grades as directed by the Registrar. Registrar reports grades to students at semester end.	Same requirements retained. New: if a serious disruption to campus operations impedes academic activity, the Registrar may adjust the grading period and processes.
III.K	Transcript Notations	MODIFIED	A–E scale with GPA values. EU (unofficial withdrawal) treated as E in GPA.	Retains A–E scale, meanings, and explicit GPA conversion table. EU only applies when no record of attendance/participation.
III.K	Transcript Notations	MODIFIED	Students may elect CR/NC in limited courses. Deadline not specified separately.	CR/NC deadline is now the same as the course withdrawal deadline.
III.K	Transcript Notations	NEW	Not separately defined. Noncredit/1-hour courses were graded CR/NC.	One credit or less courses across all careers (undergraduate, graduate, and professional) will automatically be assigned a distinct Satisfactory/Unsatisfactory (S/U) grading basis effective Spring 2027 term. This grading basis will be clearly identified at the point of registration, and faculty will be limited to assigning only S or U grades in these courses unless curriculum committee approves letter grades. S carries credit toward graduation; neither S nor U counts toward GPA.
III.K	Transcript Notations	NEW	Not separately codified in policy.	Formally recognizes that the S.J. Quinney School of Law and Spencer Fox Eccles School of Medicine may exclusively use Pass/Fail grading.
III.L	Change of Final Grades	MODIFIED	Grade changes required instructor request + department chair approval. No limit on reasons for change.	Instructor may only change a final grade to correct an error or reassess quality of work. Cannot accept additional work or give new exams after final grade submission unless grade is changed to Incomplete.
III.M	Temporary Grades	MODIFIED	I grade can be used if passing and <20% remaining due to circumstances beyond student control. Auto-converts to E after 1 calendar year.	Same eligibility criteria. Instructor and student must document a completion plan. Deadline shortened to 90 days after start of

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				following semester (extensions possible for emergencies). All I grades must be resolved before graduation.
<u>III.M</u>	Temporary Grades	MODIFIED	T may remain on record indefinitely until work is complete. No time limit.	T grade remains until complete, then instructor must report letter grade to Registrar. All T grades must be resolved before a student can graduate.
<u>III.M</u>	Temporary Grades	NEW	Not a separate notation. Missing grades defaulted to EU.	New Not Reported (NR) notation for cases where instructor has not submitted a grade for a student who did attend/participate. Must be resolved within 45 days of following semester start; if not, Registrar converts to E grade.
<u>III.N</u>	Registration for Courses	NEW	No separate section on registration eligibility.	Clarifies when a student may register (eligibility, approvals, space). Learning management system (Canvas) access does not constitute official registration. Unregistered students may attend before Add/Drop deadline with instructor permission only.
<u>III.O</u>	Modifications to Registration	MODIFIED	Students may add/drop without penalty through the second Friday. Shorter sessions prorated.	First week: add freely. Second week: requires Course-Offering Unit authorization. After Add/Drop Deadline: requires dean or designee approval. Dropping before deadline = no transcript entry, no tuition charge.
<u>III.P</u>	Withdrawing from Course Sections	MODIFIED	Students may withdraw without permission through approximately the semester midpoint. W recorded; tuition assessed.	Withdrawal deadline extended to 75% through the instructional period (previously ~50%). Full withdrawal from all courses requires approval from college dean or VP for Student Success. Late withdrawal (75–100%) also requires dean/VP approval.
<u>III.Q</u>	Auditing a Course	MODIFIED	Audited courses shown on transcript with notation 'V' and 0.00 credit hours.	Transcript notation changed from V to AU. Auditors not required to complete coursework; instructor not obligated to grade submitted work.
<u>III.R</u>	Repeating Courses	MODIFIED	Students may take a course up to 3 times. Most recent grade used in GPA.	First 2 attempts allowed without advisor approval; 3rd attempt requires academic advisor permission; 4th+ requires dean approval. For courses repeated on or after Aug. 1, 2026: highest grade (not most recent) used in GPA.
<u>III.S</u>	Appeals of Academic Actions	STRUCTURAL	Detailed multi-step appeals process outlined in the policy itself (chair → Academic Appeals Committee → dean → VP).	Process moved to new <u>Rule R6-100C</u> . Policy retains definition of academic action and clarifies that only actions that meet the definition of an academic actions may be appealed.
<u>III.T</u>	Academic Standards for Undergraduates	MODIFIED	Terms: Academic Warning, Academic Probation, Academic Suspension, Academic Dismissal.	Renamed: First Academic Notice (was Warning), Second Academic Notice (was Probation). Suspension and Dismissal retained. Campus Advising Solutions (formerly Academic Advising Center) administers these standards.
<u>III.U</u>	Academic Amnesty and Renewal	MODIFIED	Academic Renewal: petition to discount D+ or lower grades taken 7+ years prior.	New Academic Amnesty: exclude grades below C- from up to 2 consecutive semesters not used for degree requirements (requires 30 consecutive credits at 2.0+ GPA). Usable once.
<u>III.U</u>	Academic Amnesty and Renewal	NEW	Not addressed in old policy	Academic Renewal waiting period reduced from 7 to 4 years. Usable once.

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III.V	Latin Honors for Undergraduates	MODIFIED	Honors determined by Academic Senate based on class rank within graduating college. Required 90 credit hours at the U.	Establishes GPA thresholds: Cum Laude (3.5–3.699), Magna Cum Laude (3.7–3.899), Summa Cum Laude (3.9–4.0). Credit hour requirement reduced to 60 (from 90). Dean's List: 3.5 GPA in 12+ earned credit hours. Thresholds reassessed every 6 years starting 2032.
III.W	Course Feedback	STRUCTURAL	Policy described the Senate Advisory Committee on Student Course Feedback, instrument development, and uses of feedback data in detail.	Most content moved to new Rule R6-100D . Policy now delineates roles of Senate Advisory Committee on Student Course Feedback and the Martha Bradley Evans Center for Teaching Excellence. Corresponding change made to Policy 6-002 .
III.Y	Content Accommodations	MODIFIED*	Detailed content accommodation process included in policy.	Incorporated into Rule R6-100B and revised to meet statutory obligations related to content accommodations for required examinations and assignments in required courses
III.Z	Conflicts with Professional Degree Accreditation	MODIFIED	Exception applied to specific colleges (Law, Medicine, Nursing) where accreditation requirements conflict with policy.	Exception now applies to specific degrees (not entire colleges), better targeting the accreditation conflict to the program level.

* Modified through a separate revision process to comply with 2026 H.B. 204 Higher Education Student Belief Accommodation Amendments