

Grading Deadlines Policy

I. Grades for Graduating Students

- A. During the fall and spring semesters, grades for graduating students, as identified by the Registrar, must be submitted to the Registrar's Office on the Wednesday before that semester's graduation ceremony. During the summer session, grades for graduating students, as identified by the Registrar, must be submitted to the Registrar's Office on the Wednesday following the last scheduled examination.

Interpretation

Thus, for the Academic Year 2005-2006, the grade deadlines for graduating students will be as follows:

Semester	Date of graduation (*or last scheduled exam)	Grade deadline for graduating students
Fall 2005	December 17, 2005	December 14, 2005
Spring 2006	May 13, 2006	May 10, 2006
Summer 2006	July 16, 2006*	July 19, 2006

- B. Faculty may submit the grades for graduating students separately from non-graduating students, but when submitting overall class grades must comply with all policies of the College of Law, including grade normalization.

II. Grades for Non-graduating Students

- A. Grades for students who are not scheduled to graduate that semester must be submitted to the Registrar's Office no later than four weeks after the last scheduled examination; however, the deadline for the fall semester will be five weeks from the date of the last scheduled examination.

Interpretation

Thus, for the Academic Year 2005-2006, the grade deadlines for non-graduating students will be as follows:

Semester	Date of last scheduled examination	Grade deadline for non-graduating students
Fall 2005	December 13, 2005	January 17, 2006
Spring 2006	May 11, 2006	June 8, 2006
Summer 2006	July 16, 2006	August 14, 2006

- B. If the grading deadline falls on a weekend or College of Law holiday, grades will be due the next business day on which the College of Law is open.

III. Grades for Visiting Students

Visiting students will be treated the same as College of Law Students. Thus, visiting graduating students' examinations will be graded on the same schedule as graduating College of Law students. However, visiting students may need their grades before this deadline. These students should note that the College of Law deadline cannot be changed to accommodate individual requests. Visiting graduating students should consider this policy in making their decision to visit Stetson University College of Law.

IV. Deadline Extensions

The grading deadlines set forth above will not be extended except when the professor presents serious, compelling circumstances to the Associate Dean of Academics or Dean. Non-exhaustive examples of serious, compelling circumstances include the professor's hospitalization and a death in the professor's immediate family. If the professor anticipates that he or she cannot meet the deadline, the professor should contact the Associate Dean of Academics as soon as possible.

V. Posting Grades

The Registrar's Office will post grades via the web as soon as possible and typically within two business days after submission by the faculty member. Grades are deemed submitted when a hard copy of the grade roster, signed by the professor, is received by the Registrar's Office. The Registrar has the authority to accept grades in another format if the circumstances require.

VI. Summer Abroad Programs

Grading deadlines for courses taught in one of Stetson University College of Law's Summer Abroad programs are governed by the Summer Abroad Program guidelines and contracts, and are not affected by this policy.

Approved by the faculty on February 16, 2005.