

# CAMERON UNIVERSITY

## Midterm Grades Policy

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### Policy Statement

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Midterm grades are made available to students at the midpoint of an academic term. The intent of the grade is to inform a student and his or her advisors of the academic progress in a particular class at the time of midterm grade entry. Midterm grades are not binding nor are they recorded on the student transcript.

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### Who Should Know This Policy

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|---------------------|------------------------------------|
| √ President         | √ Faculty                          |
| √ Vice Presidents   | Other Accounting/Finance Personnel |
| √ Deans             | √ Students                         |
| √ Department Chairs | Other Groups                       |
| Directors           | All Employees                      |
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### Responsibilities

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#### Responsible for Policy

University Officer Responsible  
Ronna Vanderslice

Vice President for Academic Affairs

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## **Procedure**

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Midterm grades are made available to students at the midpoint of the Fall and Spring 16 week, 12 week, 1<sup>st</sup> 8 week, and 2<sup>nd</sup> 8 week academic terms and at the midpoint of the Summer 8 week term. The intent of the midterm grade is to inform a student and his or her advisors of the academic progress in a particular class at the time of midterm grade entry.

Midterm grades are not binding. The final course grade for each student for each course will be based on the entire academic performance of the student in the specific course relative to the stated grading standards and expectations established in the course syllabus by the instructor of record. Midterm grades are not recorded on the student transcript. Midterm grades are not included in grade point average computations.

Faculty members may submit midterm grades for all Fall and Spring 16 week, 12 week, 1<sup>st</sup> 8 week, and 2<sup>nd</sup> 8 week format courses and Summer 8 week term courses. However, faculty members listed as instructors of record for 0-level or 1000-level courses offered in Fall and Spring 16 week and 12 week terms and the Summer 8 week term are required to submit midterm grades for each enrolled student.

The Office of the Registrar will notify all instructors of record during the appropriate week of instruction regarding the availability of midterm grade entry for each course format. In this notification, the due date for midterm grade entry will be provided. It is the responsibility of the department chair or comparable academic supervisor to assure that each faculty member in his or her area of responsibility submits midterm grades.

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## **Contacts**

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Policy Questions: Linda Phillips, Registrar, (580) 581-2238

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## **Forms**

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In support of this policy, the following forms are included:  
None

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## **Policy History**

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### **Policy**

Issue Date:	February 2, 2010
Reviewed, no revision:	February 2016
Revised:	May 16, 2014