

GRADES KEY

This document explains the different grades outside of the normal A-E scale. Full documentation of grades can be found in the [Undergraduate Catalog](#).

Graders may always click the **magnifying glass**, then click **Look Up** to see the possible values for any individual student

Assigning **Satisfactory/Unsatisfactory (S-U Option)** grades: **S** or **U**

- For students who submitted an **S-U Option** form your class OR if your class is S-U only, students will earn **S** and **U** grades only.
- Grades that are entered as **Letter Grades** (i.e., A-E) will be converted to **S** or **U** according to the [UF Grading Policy](#). **Note: I*** and **N*** grades are still possible for these students.

Assigning an **Incomplete** grade: **I***

- If a student has worked with you to formulate a plan on turning in late assignments, taking a test late, etc., then you may wish to give the student a grade of **Incomplete**. In this case, enter **I***.
- Under the university's [I*/N* policy](#), the grade of **I*** will roll to a failing grade of **I** which carries 0.00 grade points (i.e., it will act like a grade of **E** on the student's transcript) after 150 days. **[1]**

Assigning **No Grade: N***

- If you click Finalize and there is still a blank grade, a grade of **N*** will populate for the student.
- Under the university's [I*/N* policy](#), the grade of **N*** will roll to a failing grade of **NG** which carries 0.00 grade points (i.e., it will act like a grade of **E** on the student's transcript) after 150 days. **[1]**

Withdrawn students: **W**

- For students who have dropped or withdrawn from your class, you will see a grade of **W** on the roster.
- You may ignore these students as the **W** has already posted to their record.

Auditing students: **AUD**

- For students who are auditing your class, the only possible grade is **AUD**.

FOR ADDITIONAL ASSISTANCE

Technical Issues

The UF Computing Help Desk
352-392-HELP | helpdesk.ufl.edu

Policies and Directives

Office of the University Registrar
352-392-1374 | registrar.ufl.edu

[1] Per [UF COVID-19 AND ACADEMIC POLICIES](#), I* and N* grades will not change to punitive until December 2020.