STUDENT ACADEMIC PERFORMANCE

Generally, each course instructor is responsible for determining the types of assignments that will be given to students to assess their mastery of course material and the criteria for determining their performance relative to each other or to some objective standard. New faculty members are encouraged to consult with their department chairs or program directors for information about any collective expectations regarding student academic performance.

Final course grades are due in the Registrar's Office seven calendar days after the last day of final examinations. Because semester grades are used in determining the academic progress of students and may have financial implications, grades MUST be submitted in a timely fashion. For example, when a faculty member fails to submit a grade on time, the student information system assigns an MG (missing grade) value, which is ignored in calculating the grade point average. This makes it difficult for Deans and Directors to determine which students are subject to probation, suspension or dismissal for academic reasons.

Part time instructors teaching on a contract per course basis who submit grades late may jeopardize their future employment with the University of Southern Maine.

Final grades are given in terms of letters, with the option of a plus or minus designation, representing levels of achievement. The basis for determining a grade is the relative extent to which the student has demonstrated mastery of course material.