PURPOSE
To formally define Upper Iowa University’s (UIU) Earned F Grade Policy and to differentiate it
from the Administrative Withdrawal Grade Policy. Financial Aid uses the Earned F Grade Policy
definition to calculate the amount of Pell monies, for which a student is eligible.

DEFINITIONS
- Earned F grade: A grade earned by a student who has attended past the last day to
  - withdraw (student-initiated) or past the last day to be administratively withdrawn
    from the class.
- Administrative Withdrawal Grade: A grade given to a student who does not meet the
  - attendance requirements (see Academic Catalog).
- Posted Grade: Any grade that appears on the UIU transcript.

POLICY
All grades of “F” posted at UIU are considered to be earned “F” grades.

PROCEDURES
An Administrative Withdraw (AW) process is already in place. Refer to the AW policy, as
written in the catalog. Students who do not meet the criteria for an AW grade by attending past
the AW period will be assigned a grade based on the coursework submitted. If a student fails the
course due to underperforming, the grade of F will be assigned.

The last date of attendance will be documented for all grades.

RELATED DOCUMENTS, FORMS, AND POLICIES
Grading Policy
Administrative Withdraw Process Policy
Academic Catalog
### Revision History

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### Vice President for Academic and Student Affairs Approval:

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<tr>
<td>[Signature]</td>
<td>Douglas L. Binsfeld</td>
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