
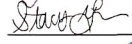

 <b>FLORIDA ATLANTIC UNIVERSITY</b>	<b>NEW/CHANGE PROGRAM REQUEST</b> <b>Graduate Programs</b>		UGPC Approval _____ UFS Approval _____ Banner _____ Catalog _____
	Department <u>Medical Education</u> College <u>Charles E. Schmidt College of Medicine</u>		
<b>Program Name</b> Doctor of Medicine Program		<input type="checkbox"/> New Program* <input checked="" type="checkbox"/> Change Program*	<b>Effective Date</b> (TERM & YEAR) Term 1/2025
<p><b>Please explain the requested change(s) and offer rationale below or on an attachment.</b></p> <p>The College of Medicine would like to assign two grade designations (i.e., WF and WP) that already exist in Banner (see email exchange with University Registrar, Marie Clarie DeMassi) for all courses and clerkships in Year 1, Year 2, Year 3 and Year 4. We have had several students that have been granted a Withdrawal ("W") by the College of Medicine, for medical reasons supported by a physician's note, very late in a course (but did not meet the University's "WM" grade criteria) but they were actually failing the course. This loophole has allowed students to avoid receiving an Unsatisfactory ("U") grade, bypass the need to go before our Promotions Committee, and retain their "good standing" including retaining all scholarships (which require a student to successfully complete all courses in "good standing.") The "WF" (Withdrawal Failing) grade designation would allow us to indicate on the student's transcript a more accurate representation of their performance at the time of withdrawal. It would also allow us to create policies that would require a student to go before our Promotions Committee, and for the College to consider whether or not to maintain or withdraw any scholarship support. Likewise, a grade of "WP" (Withdrawal Passing) would more accurately reflect a student's performance at the time of withdrawal. All students are eligible to apply to the University for a "WM" (Withdrawal- Exceptional Circumstance) and if granted, would receive a "WM" grade. If not, a "W" would be used if the student withdrew from the course during the period after the end of Drop/Add week up through the Last Day to Drop with a "W." After that period a student who withdrew from a course would receive either a "WF" or "WP" grade.</p>			
<p>*All new programs and changes to existing programs must be accompanied by a catalog entry showing the new or proposed changes.</p>			
<b>Faculty Contact/Email/Phone</b> Mark Di Corcia, PhD, OTR/L- Assoc Dean for Ed Affairs mdicorcia@health.fau.edu/561-297-4024		<b>Consult and list departments that may be affected by the change(s) and attach documentation</b> None	
<b>Approved by</b> ASSOC DEAN Department Chair <u></u> College Curriculum Chair <u></u> College Dean <u></u> UGPC Chair _____ UGC Chair _____ Graduate College Dean _____ UFS President _____ Provost _____		<b>Date</b> <u>3/11/25</u> 03/11/2025 <u>3/11/25</u> _____ _____ _____ _____	

Email this form and attachments to [UGPC@fau.edu](mailto:UGPC@fau.edu) 10 days before the UGPC meeting.

## FAU Catalogue Entry

<https://www.fau.edu/registrar/university-catalog/catalog/academics/>

# The Grading System

## Undergraduate and Graduate Grading

Florida Atlantic University has a plus/minus (+/-) grading system. Grades for the undergraduate and graduate courses are reported by the symbols indicated in the following table:

Grade	Grade Points per Credit
A	4.00
A-	3.67
B+	3.33
B	3.00
B-	2.67
C+	2.33
C	2.00
C-	1.67
D+	1.33
D	1.00
D-	0.67
F	0.00

AU (Audit)	No credit
CR (Credit by Exam)	Credit only
I	Incomplete
NC	No credit
NR	No reported grade
P (Pass)	Undergraduates only, Credit only
S (Satisfactory)	Credit only
U (Unsatisfactory)	No credit
W (Withdrawal)	No credit
<u>WF (Withdrawal/Failing) No Credit</u>	
<u>WP (Withdrawal/Passing) No Credit</u>	
WM (Withdrawal— Exceptional Circumstance)	No credit

## Administrative Notations

The following notations are not grades and are not assigned by instructors, but are entered administratively on the transcript when appropriate:

AU	Audit
CR	Credit only
NC	No credit
NR	No reported grade
W	Withdrawal
<u>WF</u>	<u>Withdrawal (Failing)</u>
<u>WP</u>	<u>Withdrawal (Passing)</u>
WM	Withdrawal (Exceptional Circumstance)
ZR	Drop retained (see note below)

The "AU" notation carries no credit and indicates that the student registered for the course only as an auditor.

A "CR" notation indicates that the student received credit for the course by examination (see Credit by Examination later in this section).

The "NC" notation indicates no credit and only pertains to General Education Program courses and selected lower-division courses. More information on the [NC grade](#) appears below.

The "NR" notation is temporarily added to the transcript by the Registrar's Office when an instructor does not turn in a grade for a student in a particular course by the deadline for submission in the semester the course was taken. The "NR" is not a grade, and courses so marked are not included in the grade point average. When the instructor submits a grade to the Registrar's Office, the "NR" notation is replaced.

A "W" notation indicates that the student withdrew from the course during the period after the end of Drop/Add week up through the **Last Day to Drop With a "W."** Please review the [Academic Calendar](#) for specific dates. The course appears on the transcript, but no credit is awarded and the course is not included in the grade point average.

A "WF" notation indicates that the student withdrew from the course during the period after the end of Drop/Add week up through the Last Day to Drop with a "W", had a failing average at the time of withdrawal, and was not eligible for a "WM" withdrawal. The course appears on the transcript, but no credit is awarded and the course is not included in the grade point average.

A "WP" notation indicates that the student withdrew from the course during the period after the end of Drop/Add week up through the Last Day to Drop with a "W", had a passing average at the

time of withdrawal, and was not eligible for a “WM” withdrawal. The course appears on the transcript, but no credit is awarded and the course is not included in the grade point average.

The "WM" notation indicates that the student was granted an Exceptional Circumstance withdrawal.

The "ZR" notation appears next to courses that are dropped after the drop/add period. Drop retained courses are used in the calculation of [attempted hours](#). Note: The ZR notation is no longer in use, but noted here for historical purposes.



Florida Atlantic University routinely photographs and records video of college and departmental programs and student activities for educational and promotional purposes. These photographs and videos appear in official University marketing, fundraising and educational publications and materials, which include but are not limited to college and departmental brochures and newsletters, University websites (ex. FAU.edu and FAU.com), official University social media sites and other University publications and media outlets. For more information, contact Marketing and Creative Services at (561) 297-2080 or (561) 297-1352.

## RELIGIOUS ACCOMMODATION

In accordance with regulations of the Florida Board of Governors and Florida law, students have the right to reasonable accommodations from the University in order to observe religious practices and beliefs with regard to admissions, registration, class attendance and the scheduling of examinations and work assignments. University Regulation 2.007, Religious Observances, sets forth this policy for FAU and may be accessed on the FAU website at [www.fau.edu/regulations](http://www.fau.edu/regulations).

Any student who feels aggrieved regarding religious accommodations may present a grievance to the director of Equal Opportunity Programs. Any such grievances will follow Florida Atlantic University's established grievance procedure regarding alleged discrimination.

## THE GRADING SYSTEM

### UNDERGRADUATE AND GRADUATE GRADING

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D	1.00
D-	0.67
F	0.00
AU (Audit)	No credit
CR (Credit by Exam)	Credit only
I	Incomplete



NC	No credit
NR	No reported grade
P (Pass)	Undergraduates only, Credit only
S (Satisfactory)	Credit only
U (Unsatisfactory)	No credit
W (Withdrawal)	No credit
WM (Withdrawal— Exceptional Circumstance)	No credit

## ADMINISTRATIVE NOTATIONS

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## Mark Di Corcia

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**From:** Marie Claire DeMassi  
**Sent:** Monday, March 10, 2025 5:43 PM  
**To:** Mark Di Corcia; Jennifer Caceres; Kimberly Stanley  
**Cc:** Samara Taylor; Annie Thomas  
**Subject:** RE: Schedule an Appointment: Grade Designation for College of Medicine

Hello,

Both of these grades are already available in Banner for the College of Medicine MD Program.

If you would like them to be listed in the university catalog, you will need to submit a request to UGPC. If approved, the request will then proceed to Faculty Steering and Senate. Their final meeting of the year is on March 18th, with agenda items due by tomorrow. I recommend reaching out to Dr. Stackman for further guidance.

Here is the link to the form: <https://www.fau.edu/graduate/documents/program-change-gr-final-2024.pdf>

\*Please submit all agenda items for the UGPC & UGC to [ugpc@fau.edu](mailto:ugpc@fau.edu).

**Marie Claire DeMassi**  
**University Registrar**

Office of the Registrar  
Florida Atlantic University  
777 Glades Road, SU-80  
Boca Raton, FL 33431  
561-297-2024  
[fau.edu/registrar](http://fau.edu/registrar)



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**From:** Mark Di Corcia <[mdicorcia@health.fau.edu](mailto:mdicorcia@health.fau.edu)>  
**Sent:** Wednesday, March 5, 2025 10:59 AM  
**To:** Marie Claire DeMassi <[mdemassi@fau.edu](mailto:mdemassi@fau.edu)>; Jennifer Caceres <[jjacere3@health.fau.edu](mailto:jjacere3@health.fau.edu)>; Kimberly Stanley <[KSTANLEY@health.fau.edu](mailto:KSTANLEY@health.fau.edu)>  
**Cc:** Samara Taylor <[staylo61@fau.edu](mailto:staylo61@fau.edu)>; Annie Thomas <[athomas@health.fau.edu](mailto:athomas@health.fau.edu)>  
**Subject:** Schedule an Appointment: Grade Designation for College of Medicine

Hi Marie Claire,

Jen Caceres has asked me to coordinate a virtual meeting between you, me, her and our COM Registrar, Kimberly Stanley. We would like to discuss if it is possible to have (2) additional grade designations for the College of Medicine? Specifically, we would like to discuss a (WF) or Withdrawal/Failing grade for a student who is granted a withdrawal by the COM late in the course (but does not meet the University's ECW grade) but is failing the course and a (WP) or Withdrawal/Passing for a student who similarly is granted a withdrawal but is passing the course.

We have had several students recently who have found the loophole and are withdrawing (for medical reasons supported by a doctor's note) but only after they realize there is no way for them to pass the course but they don't meet the ECW criteria so they are receiving a (W) grade designation and we believe that a (WF) or (WP) would be a more accurate designation for residency applications, consideration of continued college scholarships, consideration by the COM promotions committee, etc.

I am cc'ing Samara and Annie to see if they can help us arrange a meeting time in the next couple of weeks to discuss this with you.

Thanks,  
Mark

Mark J. Di Corcia, PhD, OTR/L  
Associate Dean for Educational Affairs and Admissions  
Associate Professor of Obstetrics & Gynecology  
Phone: 561-297-4024  
[www.fau.edu/medicine](http://www.fau.edu/medicine)



FLORIDA ATLANTIC UNIVERSITY  
Schmidt College of Medicine

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