

# Grades and Grading

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## Grade Changes

With the exception of incomplete grades, a course grade issued by an instructor and recorded on an academic record is considered final. For the student who has reason to believe the grade issued is incorrect, the student must initiate a request for a change of a grade with the instructor within fifteen (15) instructional days of the first day of the semester immediately following the semester in which the grade was assigned. For Spring Semester courses, the request may be made within fifteen (15) instructional days of the start of Fall Semester, if the student is not enrolled for the summer term. If deemed appropriate, the instructor may submit a change of grade to the Office of Registration and Records via a **Grade Reporting Form**. Grade changes may only be considered for students who have not yet earned a degree.

## Grade Appeals

If a grade dispute between the student and instructor is not resolved through the grade change process, the student may engage in the full, formal Grade Appeals process outlined within the NDSU Policy Manual, Section 337: Grade Appeals Board (<https://www.ndsu.edu/fileadmin/policy/337.pdf>). Grade appeals may only be considered for students who have not yet earned a degree.