

## 'FS' Grade – FREQUENTLY ASKED QUESTIONS

### 1. What is an 'FS' (failure-stopped attending) grade?

The grade of 'FS' is a failing grade similar to an 'F'. It is a **final** grade awarded to students who did not officially withdraw from the course but who failed to participate in course activities through the end of the course.

### 2. When to use the 'FS' grade?

The 'FS' grade is used when a student stops attending class sessions, or in the case of online courses, stops participating (failure to submit or participate in coursework). It is used when, in the opinion of the instructor, completed assignments and/or course activities were insufficient to make a normal evaluation of academic performance. The 'FS' grade is a final grade issued by the instructor, and requires recording the last date the student attended class or participated in academic related activity for online courses.

### 3. When will faculty be able to use the 'FS' grade?

Faculty will be able to use the 'FS' grade when final grades are submitted beginning with the Fall 2015 semester.

### 4. What is the difference between issuing an 'FS' grade and using a faculty-initiated withdrawal (P&P#5)?

The 'FS' grade is submitted as a final grade at the end of a course. The faculty-initiated withdrawal (W) must be processed after the 20% attendance has been reported and before the end of the eleventh week of the 15-week term, or the equivalent of the eleventh week of a shorter term. Additional details for using the faculty-initiated withdrawal can be found in Policy and Procedure #5 on the College's [website](#).

### 5. What is the purpose of the 'FS' grade?

The purpose of the 'FS' grade is to provide instructors with the ability to differentiate between those students who complete the course but failed to achieve the course objectives and those students who did not complete the course. The 'FS' grade is used to distinguish between an earned "F" and an unearned "F" grade.

### 6. When should the 'FS' grade not be issued?

An 'FS' grade should not be issued if the student earned an 'F' by attending all or most class sessions, taking all or most exams and submitting most assignments but the quality of work submitted was not passing.

### 7. Why is the 'FS' grade important?

The College must consider a student who received an 'FS' grade an unofficial withdrawal. The Office of Financial Aid is required to perform a return to Title IV funds for all unofficial withdrawals. Other contractual obligations may also require the College to report students who stopped attending.

**8. Will the 'FS' notation appear on the student's transcript?**

Yes.

**9. What impact does the 'FS' grade have on the student's academic record?**

The 'FS' grade impacts the student's academic record the same as an "F" grade: zero quality points are issued. If the course is required, the student will have to repeat the course.

**The following are examples of when to post an 'FS' grade:**

Example#1

A student did not withdraw from the course by the published deadline for that term and remained active on the class roster. The student decided to stop attending classes. Since the student did not complete the course and failed to achieve the course objectives, an 'FS' grade should be posted with a last date of attendance entered.

Example#2

A student did not withdraw from the online course by the published deadline for that term and remained active on the class roster. The student continues to log in to Canvas briefly but stopped participating in any academic activity. The student failed to achieve the course objectives. An 'FS' grade is appropriate and should be posted with a last date of academic activity and not the last date the student logged in.

Example#3

A student stopped participating in an academically related activity for an online course. However, the student continues to email the instructor and promising to complete all assignments. The student did not deliver on his or her promise and did not take the finals. The student failed to achieve the course objectives. An 'FS' grade is appropriate and should be posted with a last date of academic activity and not the last date the student contacted the instructor.

**The following is an example of when not to use an 'FS' grade:**

Example#4

The student had poor attendance but completed most assignments and sat for the finals. Even though the student made every effort to participate and learn, the student still failed to achieve the course objectives. An 'FS' grade is not appropriate for this situation.