

# UNIVERSITY OF THE FRASER VALLEY

## Policies, Dates, and Deadlines

**Student Attendance Policy:** [UFV Policy 62](#) states that instructors may withdraw students who do not attend the first class. Instructors are expected to communicate further attendance requirements at the start of term and advise students of the consequences for failing to meet them.

**Audits:** If you decide that you would prefer to audit a course instead of taking it for credit, you must meet with your instructor to make this request by the date listed at <https://www.ufv.ca/registration/deadlines/>. For more information about obtaining Audit status for a course, see [UFV Policy 108](#).

**Withdrawal:** You are allowed to withdraw from a course prior to 60% of the duration of the term. If you withdraw before 30% of the term is complete, you will not receive a “W” on your transcript. If you withdraw after 30% of the term is complete, you will receive a “W” on your transcript. A “W” has no academic penalty and is not counted in your GPA but does count as an attempt at the course. The dates of these deadlines can be found at <https://www.ufv.ca/registration/deadlines/>. For full information about withdrawing from a course, see [UFV Policy 81](#).

**Late Withdrawal:** If you wish to withdraw after 60% of the term is completed, you must apply for Late Withdrawal, according to [UFV Policy 81](#). Such requests are considered based on medical or compassionate grounds and must be submitted within 4 months of the end of the course (unless a rationale can be provided re: extending the deadline). Students who have completed most of their coursework and/or have completed the final exam or final assignment will not be permitted late withdrawal. Further information on how to apply can be found at <https://www.ufv.ca/ai/appeals/late-withdrawal-appeal/>.

**Final Exam:** Final exams are normally three hours long are held during the exam period. Only a serious medical reason or a conflict with another final exam will permit you to write it at any time other than that scheduled. **Do not make plans for travel or work during the final exam period** since special arrangements will not be made for examinations which conflict with such plans. The date, time, and location of all UFV final exams will be specified midway through the term.

**Letter Grade Boundaries:** Grades are awarded as described in the table below, in accordance with [UFV Policy 101](#). Borderline cases may be considered on an individual basis, with regular attendance and improvement in assessments over the semester acting in your favor.

|           |    |          |    |          |    |          |   |
|-----------|----|----------|----|----------|----|----------|---|
| 90 – 100% | A+ | 77 – 79% | B+ | 67 – 69% | C+ | 50 – 59% | D |
| 85 – 89%  | A  | 73 – 76% | B  | 63 – 66% | C  | 0 – 49%  | F |
| 80 – 84%  | A- | 70 – 72% | B- | 60 – 62% | C- |          |   |

**Final Grade Appeals:** [UFV Policy 217](#) outlines the appeal process for final grades. Note that all

appeals must be made within 14 days of the final grade becoming available.

**Course Repeats:** The number of times you may repeat a course is limited by [Policy 86](#). If you are currently repeating a course, you should not expect to earn a higher grade if you approach the course in the same way as you did in a previous attempt. Please consider contacting your instructor if you are repeating the course and would like help on improving your study skills to increase your likelihood of success.

## **Student Conduct Expectations and Policies**

**Academic Misconduct:** Unless the instructions are otherwise, you are to complete all assessments individually. The first time there is evidence of copying work from another student or an external source, everyone involved may receive a mark of 0 for that assignment. If it happens again, you may be assigned a grade of F for the course. Evidence of cheating of any sort during a quiz, test or the final exam will typically result in a zero for that work and may result in an automatic grade of F for the course.

*Any such disciplinary action will be recorded in the Student's Rights & Responsibilities Office.*

For more detailed information about academic misconduct, see [UFV Policy 70](#).

**Non-Academic Misconduct:** [UFV Policy 204](#) states, “Students are required to conduct themselves in a mature and responsible manner, consistent with the University mission, policies, and regulations and in compliance with federal, provincial, and municipal laws. Students will be held accountable for their actions whether acting alone or in a group.” Further details regarding specific misconduct (e.g. sexual harassment, discrimination, or bullying) are given in [UFV Policy 236](#) and [UFV Policy 18](#).

For a full list of UFV policies, including those listed above, please refer to the University Secretariat website: <http://www.ufv.ca/secretariat/policies/>