REQUEST FOR LATE CHANGE IN GRADE OPTION

Grade option changes after the four-week deadline are allowed only in cases of serious illness or family emergency at the time of the deadline, or in cases of clerical errors corrected within a week of notification of the error. The list below suggests the range of explanations that do not constitute grounds for a late request to change a grade option. This list is representative but not exhaustive.

- accidental or intentional neglect of published deadline
- missing of deadline for less than extraordinary medical reasons
- missing of deadline by reason of personal difficulties
- missing of deadline because of failed travel connections
- provision of incorrect information on original request (e.g., student identification number, course code, or section data)
- illegibility of submitted registration materials
- lack of information on course performance at time of original request
- concern that an expected or received grade will affect chances for honors, admission to graduate or professional schools, or prize awards
- desire to improve one’s GPA
- illness or other personal difficulties that arise after the deadline
- failure to respond, within one week of mailing date, to error messages and confirmations of registration mailed by the Registrar

The Committee on Academic Standing has authorized its Chair to review all requests for late changes in grade option and to determine whether the full Committee should hear a petition. Such petitions must be made in writing and sent to the Chair of the Committee on Academic Standing, Office of the Dean of the College, Box 1828.

In reviewing appeals to reverse a student’s grade option selection, the Chair considers the rationale for a student’s grade option selection as envisioned by the planners of the Brown curriculum. The Chair also weighs factors such as the widespread publication of deadlines for changes in grade option, the College’s consistent adherence to this deadline, and students’ ability to access their registration record online anywhere anytime.

It is the Committee’s clear expectation that the Chair will disallow the vast majority of petitions. The judgment of the Chair is final and is not subject to appeal.