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| <b>Policy 4.1.11</b><br>UAMS COM Undergraduate Medical Education |
| <b>Section</b><br>Educational Administration                     |
| <b>Title</b><br><b>POLICY ON CHANGING GRADES</b>                 |
| <b>LCME Element(s)</b><br>N/A                                    |
| <b>Approved By</b><br>UAMS COM Curriculum Committee              |
| <b>Version History</b><br>December 20, 1990; December 9, 2024    |

Once the final grades for a course or clerkship are in the electronic gradebook, an alteration in a student's grade will not be accepted by the Dean's office unless the Course Director or Chairman certifies in writing that the original final grade was given in error (mistake in calculation, student's names mixed-up, etc.). Specifically, the change of a subjective evaluation will not normally be a sufficient reason to change a grade.



December 9, 2024

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Executive Associate Dean for Academic Affairs

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Date