

# GRADES AND ASSESSMENTS



To help you succeed academically, we have made the following changes to final grades and examination practices, including special consideration and extensions, for all of Session 1 students.

## Final grades

Your assessments will continue to be graded.

Passing grades to a non-graded pass: Within two weeks of your result release, you can choose to convert a *passing* grade (such as Pass, Credit or Distinction) to a *non-graded pass*. This means you will pass the unit; however, it will not count towards your Grade Point Average (GPA).

Fail grades: If you successfully attempt all assessments but still fail the unit, the fail grade will be recorded as a withdrawal. This will not impact your GPA calculations. Remember, you **must** attempt all assessments and to be eligible for this. If you received a Fail grade due to an academic misconduct or a FA grade (Fail Absent) due to missing assessments, then it cannot be converted to a W grade.

## Extension for assessments

Your teacher will be able to approve short extension. For longer extensions you may be advised to apply for special consideration.

**Any approved extensions or changes to assessments will be communicated to you via Moodle or your student email account.**

## Final exams

Final exams will still take place during the scheduled final examination period. We are working on alternative exam formats to enable you to complete final exams online and will communicate the detail of this prior to the exam period.

## Withdrawal

You can choose to withdraw from units without an academic penalty at any stage during the session - applicable up to Friday 19 June 2020.

## Special Consideration

Special Considerations process remains unchanged. However, please note the following changes to documentation:

You are no longer required to provide a certified copy of your documentation, however, please keep a copy of your original for *twelve months* in case we need this in the future.

You may provide a 'Statement of Impact' outlining the impact of COVID-19 on your situation. This doesn't have to be a statutory declaration but is a statement of your circumstances written by you. This statement should outline:

- Date/s the impact was first identified
- Nature of the impact – including any details on how your learning environment has been impacted by transitioning to learning online and from home.
- What has happened and how this has impacted your ability to complete and/or submit an assessment on time

Statement of impacts *can* include the following types of publicly available or official information:

- Closure of services and facilities (this can assist in demonstrating loss of individual or family employment);
- Closure of suburbs, state and national borders
- Demonstration of individual or family illness or job loss;
- Medical documentation.

## More questions?

If you have any additional questions, please write to the student Admin team: [admin.team@sibt.nsw.edu.au](mailto:admin.team@sibt.nsw.edu.au)