



Policy

NCF POLICY	4.1001
Policy Title:	Student Assessment Policy
Originator:	President
Responsible Office:	Office of the Registrar

1. **Purpose:** To codify the official undergraduate student assessment structure of New College of Florida.
2. **Applicability:** This Policy applies to all undergraduate Instructors of Record, starting in Fall 2025.

3. **Definitions:**

Instructor of Record means the individual designated by the academic unit as responsible for a course, including its delivery, assignments, and assessments. Instructor of Record typically is the instructor listed on the semester course schedule; however, in some cases the “instructor of record” as listed on the course schedule may be supervised by a qualified, credentialed faculty member. This will be noted on the faculty roster.

4. **Policy Statement:**

4.1. Student Assessment

New College remains committed to the richness and depth of our narrative evaluation system, which fosters intellectual curiosity, interdisciplinary exploration, and individualized feedback. At the same time, we must respond to the evolving needs of our students and a shifting higher education landscape.

Increasingly, students are required to provide not just an overall grade point average, but also specific letter grades for key prerequisite courses. This is especially true for students on the pre-medical track, where institutions often require letter grades in courses like General Chemistry, Organic Chemistry, Biology, and Physics. Without official grades, our students are frequently at a disadvantage when applying to jobs, medical schools, law schools, graduate programs, and competitive scholarships.

Therefore, it shall be the policy of New College to augment our existing narrative evaluation system by requiring Instructors of Record to provide specific designations for satisfactory performance, as detailed below, which will translate directly to letter grades for GPA purposes. This approach preserves the value of narrative evaluations while also providing students with the benefit of grades and a GPA, should they need them now or in the future. This system also ensures that the Instructor of Record evaluates all students under a consistent, transparent, and fair system.

4.2. Procedures:

4.2.1. Student Evaluations

New College uses narrative evaluations to provide students with rich, contextualized, individualized feedback on their strengths and weaknesses. Narratives should provide detailed information on the assignments and requirements of every course and on all aspects of course performance. The best narratives go beyond mere evaluation to offer feedback that will benefit the student in future activities.

In addition, unless a student has elected the Pass/Fail option, as authorized by Section 4.3 below, the Instructor of Record must designate each student's performance in the course as:

- (a) "strong satisfactory" (Sat+);
- (b) "satisfactory" (Sat);
- (c) "marginal satisfactory" (Sat-);
- (d) "unsatisfactory" (Unsat); or
- (e) "incomplete" (I)

4.2.2. Grading System

A student's measure of academic achievement is recorded on the academic record based on the following grading system:

Designation	Equivalency	Grade Point Value
Strong satisfactory (Sat+)	A	4.00
Satisfactory (Sat)	B	3.00
Marginal Satisfactory (Sat-)	C	2.00
Unsatisfactory (Unsat)	F	0.00

Grade	Description	Grade Points
A	Strong satisfactory (Sat+)	4.00
B	Satisfactory (Sat)	3.00
C	Marginal Satisfactory (Sat-)	2.00
F	Unsatisfactory (Unsat)	0.00
AU	Course Audit	**
I	Incomplete	***
P	Pass*	**
FNC	Fail/No Credit*	**
WD	Withdrew	**

* The “P” grade is equivalent to a Marginal Satisfactory (C) or higher and the “FNC” grade is equal to an Unsatisfactory (Unsat). The P/FNC grades for courses are not used in GPA calculations.

** Grade not included when computing the GPA

*** The “I” grade will be treated as an F for GPA calculations until resolved with a final grade, at which time the GPA will be updated accordingly.

There is no official policy on the relation between the designation (i.e., Sat+, Sat, Sat-) and the percentage grade. Instructors of Record must clearly note the grading policy on the course syllabus.

Passing grades are Strong Satisfactory (A) through Marginal Satisfactory (C). Failing grades are Unsatisfactory (F) and Fail/No Credit (FNC).

4.3. Pass/Fail Grade Option

Subject to College degree program guidelines, students can take elective coursework and earn grades of P (Pass) or FNC (Fail/No Credit). A grade of P is equal to a C (2.0) or better. Grades earned under the P/FNC option do not carry grade point values and are not computed in the New College grade point average. Courses with a grade of P will count as credits earned in a degree program. Such grades are included in the student’s permanent academic record and are reflected on the transcript. The P/FNC grading option must be indicated at the time of registration and may not be changed after the Add/Drop period. After the P/FNC option is approved, the grade cannot revert to a letter grade. Students should therefore be advised accordingly when considering this option, as certain graduate programs may require letter grades in specific courses.

If a student chooses the P/F option they must be in good standing and not on academic probation. To elect the P/F option, students must obtain the approvals indicated on the form. Students can elect the P/F option for one course only each term; this option is in addition to courses that are only taught on an P/F basis. Courses taken to fulfill the general education requirements cannot be taken P/F.

5. Roles and Responsibilities:

The Office of the Registrar shall be responsible for implementing this Policy.

6. Contact Information:

Office of the Registrar
5800 Bay Shore Road
Sarasota, FL 34243
registrar@ncf.edu
(941)-487-4230

Policy Approval
(For use by the Office of the President)



Office of the General Counsel

Date: 8/13/25



University President or Designee

Date: 8/13/25

History: 8-13-2025