

## **BP 4231 Grade Changes**

### **Reference:**

*Education Code Sections 76224, 76232; Title 5, Section 55025*

The Superintendent/President shall implement procedures to assure the accuracy and integrity of all grades awarded by faculty. The procedures shall include, but not necessarily be limited to, the following:

- \* Assurance that in the absence of mistake, bad faith, fraud or incompetence, the grades awarded by faculty shall be final.
- \* Procedures for students to challenge the correctness of a grade.
- \* The installation of security measures to protect grade records and grade storage systems from unauthorized access.
- \* Limitations on access to grade records and grade storage systems.
- \* Discipline for students or staff who are found to have gained access to grade records without proper authorization or to have changed grades without proper authorization.
- \* Notice to students, faculty, transfer institutions, accreditation agencies and law enforcement agencies if unauthorized access to grade records and grade storage systems is discovered to have occurred.

**[See, BP 3310, Records Retention and Destruction; AP 4231, Grade Changes; and BP/AP 5040 Student Records]**