Letters To The Tech

UA Section

To the Editor:

The article in last Tuesday's The Tech on new procedures to be followed by the Committee on Academic Performance regarding completion of Incompletes by seniors will be very helpful in alerting students who may be affected by these changes. Although I was quoted with admirable accuracy by your reporter, the article did not spell out all the details of the Committee's resolution. We have prepared a memorandum on this subject which is being mailed to all students currently registered as seniors. Since a few students who are not yet registered as seniors may also be eligible for degrees this year, we have no doubt missed a few who should have received the memorandum.

For those students, copies of the memo can be obtained from the CAP office, Room 10-191.

James L. Kinsey, CAP
Chairman, CAP

(Also that memo is reprinted below)

Subject: Special Deadlines for Completion of Work by Degree Candidates

Over the last few years there has been a growing number of problems of uncertainty in the records for some students on the degree list at the time the Committee (on Academic Performance) meets to approve undergraduate candidates for degree. This has resulted, in a couple of instances, in students being removed from the degree list and not receiving their degree when they had in fact completed all the required work in time, and there have been many more near misses of this kind. In the hope of forewarning repetition of these difficulties in the future and thereby reducing the risk of a student being removed from the degree list erroneously, the CAP has outlined the following procedures to be followed by graduating seniors in making up previous work required for their degrees. These deadlines will be adhered to by both the CAP and the Registrar, and failure to meet them will result in the delay of the degree.

1. Completion of Incompletes

According to the Rules and Regulations of the Faculty, work for completion of the grade of I in a course subject must be completed not later than the end of the fifth week of the succeeding term of the regular school year. For design subjects and Electrical Engineering Laboratory subjects the deadline is the end of the academic term succeeding the one in which it was received. As this is of the utmost concern to the Atomic Energy Commission Regulation.

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