



## **A Resolution for the Removal of Punitive Notations from Student Transcripts**

**Whereas**, grades of ‘Incomplete’ are assigned when a student’s work is of adequate quality but is incomplete for reasonable cause. Students typically only have one quarter to complete their work to fulfill the Incomplete Petition Contract unless there are extenuating circumstances which require a letter of support from the professor<sup>1</sup>, creating another barrier. Once students complete their work, the professor will fill out a Report of Academic Revision and submit it to the Registrar’s Office. Incomplete Petition Contracts also consist of a \$5 charge to student bar accounts (Billing & Accounts Receivable System<sup>2</sup>) before removing the 'Incomplete' notation. However, the 'Incomplete' notation, 'I,' and the Final Grade are on the transcript even after finishing this process.

**Whereas**, students do not receive ‘Incomplete’ grades because they are irresponsible or unwilling to complete coursework. Instead, it is due to circumstances beyond their control, such as disabilities and chronic illnesses, hospitalizations, extensive and necessary increases in working hours, natural disasters, and deaths in the immediate family<sup>3</sup>.

**Whereas**, students with disabilities and chronic illnesses, including those living with Long COVID, are especially likely to get an 'Incomplete.' Mentioned students often need extra time to do their work due to hospitalizations, fatigue, pain flares, or other difficulties caused by disability and chronic illness.

**Whereas**, disadvantaged students, in general, are likely to get multiple 'Incomplete' grades since they are more vulnerable to barriers in completing their coursework.

**Whereas**, a permanent ‘Incomplete’ transcript notation penalizes students. Review committees for graduate school programs, employers, fellowships, grants, and financial award programs may flag ‘Incomplete’ transcript notations, which may prevent students from receiving opportunities.

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<sup>1</sup> <https://caac.ucla.edu/wp-content/uploads/2021/05/IncompletePolicy.pdf>

<sup>2</sup>

<https://www.finance.ucla.edu/business-finance-services/student-accounts/billing-accounts-receivable-system-bar>

<sup>3</sup> <https://registrar.ucla.edu/student-records/grades-and-academic-revisions>

Students may also feel pressured to disclose the reason behind an 'Incomplete.' Disclosure may entail revealing a disability or a painful personal event they endured, which is psychologically taxing and can subject students to prejudice.

**Whereas**, all students who get 'Incomplete' notations on their transcript have endured obstacles, which an equitable university must do its best to remove. Since disabled students frequently get 'Incomplete' grades due to their disabilities, current practices of leaving 'Incomplete' notations on students' transcripts forever is a form of discrimination based on disability, serving as a barrier to the inclusion of disabled students and the diversification of higher education.

**Whereas**, other UCs have decided to put a stop to the misuse of 'Incomplete' notations to punish and discriminate against students instead of helping them by not leaving 'Incomplete' on their transcripts forever<sup>4</sup>.

**Whereas**, inflicting this harm on students who have not done anything wrong, just because circumstances beyond their control made it necessary for them to receive extra time to complete their coursework, is unjust and incompatible with the True Bruin Value of "Respect-I will respect the rights & dignity of others."<sup>5</sup>

**Whereas**, leaving 'Incomplete' notations on transcripts forever puts a stigmatizing and harmful mark on many disabled students because of their need for disability accommodations and is a form of flagging. Flagging is a manner of marking student records that reveals the disabilities and need for accommodations by students who have disabilities. Flagging unnecessarily and inappropriately exposes disabled students to discrimination, and therefore the Justice Department and federal courts have ruled that flagging is a violation of the Americans with Disabilities Act.<sup>6</sup>

**Whereas**, UCLA's Academic Senate, administration, and student body have expressed their commitments to non-discrimination, civil rights, equity, diversity, and inclusion (EDI) for every community, including students with disabilities<sup>7</sup> and disadvantaged students. Therefore, they have committed to removing unjust obstacles and establishing equal opportunity and dignity for all members of the UCLA community.

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<sup>4</sup>[https://docs.google.com/presentation/d/1Xcl\\_u85HlhSmqBe0znfKswSF75idvj3AdMs8flrGcd8/edit?usp=sharing](https://docs.google.com/presentation/d/1Xcl_u85HlhSmqBe0znfKswSF75idvj3AdMs8flrGcd8/edit?usp=sharing)

<sup>5</sup> <https://truebruin.ucla.edu/>

<sup>6</sup>[https://www.ada.gov/regs2014/testing\\_accommodations.html#:~:text=Flagging%20announces%20to%20anyone%20receiving,ADA%20for%20fear%20of%20discrimination.](https://www.ada.gov/regs2014/testing_accommodations.html#:~:text=Flagging%20announces%20to%20anyone%20receiving,ADA%20for%20fear%20of%20discrimination.)

<sup>7</sup> <https://senate.ucla.edu/committee/codei>

**Therefore, let it be resolved** that USAC stands with the brilliant activists for disability rights and student rights who have been working for years to reform the 'Incomplete' notation. USAC urges the Academic Senate to make 'Incompletes' into temporary placeholders instead of permanent marks on transcripts, so 'Incompletes' can follow their original intention of assisting and not punishing students that try their best to complete coursework despite uncontrollable obstacles.

**Let it further be resolved,** that USAC advocates that the Academic Senate extends the amount of time for students to remove their 'Incomplete' notations from the next regular quarter to the next three regular quarters, not including Summer sessions, and remove the \$5 bar account charge to provide leniency to students and a better chance at completing their Incomplete Petition Contract and achieving desired grades, effective Spring 2022.

**Let it further be resolved,** that USAC calls for the Academic Senate to consider a retroactive extension for two additional quarters for students with an active Incomplete Petition Contract where the deadline is to submit work by the end of Spring 2022.

**Let it finally be resolved** that once a student either completes their work and gets a passing grade or does not complete it in time and gets an F, UCLA will need to remove the 'I' from their transcript. Instead, UCLA will replace the 'Incomplete' with the same notation any other student would have on their transcript, indicating which quarter they took the class and their final grade. The averaging of grade points and units will only affect the cumulative GPA and not the term GPA, as listed in the current policy<sup>8</sup>.

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<sup>8</sup> <https://caac.ucla.edu/policies/incompletes/>