USF System Policy 10-504  
http://regulationspolicies.usf.edu/policies-and-procedures/pdfs/policy-10-504.pdf

PURPOSE & INTENT
The University of South Florida System (USF System) is committed to student success and providing the necessary information to enable students to manage their academic progress. This Policy is one of many university initiatives directed at assisting students in effectively meeting their academic goals.

STATEMENT OF POLICY
It is the student’s responsibility to be aware of their academic standing and grade status in all courses. In an attempt to assist the student in evaluating academic status mid-term, the University requires Instructors to submit midterm grades electronically for each student enrolled in 1000, 2000, 3000 and 4000 level courses. Instructors are not required to report mid-term grades for alternate calendar courses, study abroad, directed studies, internships, practicum, field experiences, directed research, undergraduate research, independent studies, and other courses that do not follow the normal course schedule for the academic term; however it is expected that instructors will provide feedback to students regarding progress at an appropriate midpoint for the course.

PROCESS STEPS
The Midterm Grade Reports are submitted after Week 7 or, for summer courses, soon after the midpoint of the time period that the course is conducted. The purpose of the Midterm Grade Report is to provide students in 1000, 2000, 3000 and 4000 level courses with information on whether they are making sufficient progress toward meeting the course requirements. This information is available to students in OASIS as a progress report for all students in Lower Level and early Upper Level courses. This Early Warning System provides midterm grade information that assists students and their advisors in determining if academic progress is sufficient in the course at a time where the student may be permitted to drop the course (although beyond the drop/add period resulting in fee liability) and receive a “W” for the course. This is an academic action only and does not support any financial refund or adjustment and students will remain responsible for all applicable registration fees for the course(s). The academic action will permit a “W” grade to reflect on the student’s permanent academic record. Students who drop may not continue attending class. Drop deadlines for each semester and summer sessions are listed in the Academic Calendar and are published in the USF Schedule of Classes.