



**UNIVERSITY OF THE PHILIPPINES**  
3F, Quezon Hall, Diliman, Quezon City  
Tele/Fax: (632) 8962-6345; 89818722;  
89818500 local 2528  
Email: [ovpaa@up.edu.ph](mailto:ovpaa@up.edu.ph)

**Office of the Vice President for Academic Affairs**

29 April 2022

**OVPAA Memorandum No. 2022-09B**

**For: DEPARTMENT CHAIRPERSONS  
INSTITUTE DIRECTORS / PROGRAM COORDINATORS  
THE FACULTY**

**Through: THE CU CHANCELLORS  
THE VICE-CHANCELLORS FOR ACADEMIC AFFAIRS  
THE DEANS**  
*CLT*

**From: Maria Cynthia Rose Banzon Bautista  
Vice-President for Academic Affairs**

**Re: GRADING POLICY RELATED TO REMOTE TEACHING AND LEARNING  
IMPLEMENTATION FOR THE SECOND SEMESTER/TRIMESTER, THIRD  
TRIMESTER AY 2021-2022, AND MIDYEAR 2022**

---

Since the COVID-19 pandemic upended our world in the Second Semester of AY2019-2020, the University of the Philippines has adjusted its academic calendar, mode of course delivery, academic rules, and grading system, guided by three imperatives: Protect the UP community from the pandemic; Sustain the continuity of instruction and learning, and Consider equity concerns in policy decisions.

As we transition to the next normal of teaching and learning in UP in the First Semester AY 2022-2023, we continue to abide by the principles that guided us at the height of the pandemic. The University remains committed not only to sustaining learning continuity amidst disruptions but to sharpening its focus on how to effectively produce future leaders in different branches of knowledge who embody excellence and honor as well as possess the 21st-century skills needed to address multifarious challenges and thrive in a volatile, uncertain, complex, and ambiguous (VUCA) world.

Against this backdrop, UP's grading policy for the Second Semester of AY2021-2022 must be viewed within a temporal context. Like the 11 January, 2022 OVPAA [Memorandum 2022-09](#) on the university policies that apply to the Second Semester/Trimester, Third Trimester, and Midyear 2022, this semester's grading policy does not yet reflect our projected transition to the next normal in the First Semester AY 2022-2023. As a case in point, the no-fail policy remains

in force for the remainder of AY 2021-2022. However, unlike the previous semesters, the [University rules on giving an INC](#) will now be strictly applied.

Thus, a faculty member may DROP a student whose status is failing or whose performance is unsatisfactory, but **no student shall receive a grade of 4 or 5**. The 'DRP' will be annotated in the Transcript of Records with "due to COVID-19 pandemic".

For the guidance of the faculty, students

- i. who never participated in class nor communicated with the course instructor/s may be given a DRP;
- ii. with incomplete requirements and failing standing shall be given a DRP;
- iii. with incomplete requirements but failing standing even if they receive perfect score/s in their lacking requirement/s may be issued a DRP;
- iv. with incomplete requirements but passing standing shall be given an INC;
- v. with complete requirements but failing standing shall be given a DRP;
- vi. with complete requirements and passing standing shall be given a final grade; and,
- vii. enrolled in courses (e.g., laboratory, thesis, dissertation) requiring face-to-face activities to complete requirements will have their grades deferred in consonance with [OVPAAs Memo 2021-19A](#). A grade will be given if these courses have been allowed to conduct limited face-to-face or alternatives provided by OVPAAs Memo 2021-57.

An INC incurred for a course in the Second Semester/Trimester, Third Trimester AY 2021-2022, and Midyear 2022 that is not completed within the prescription period of one year will remain an INC and annotated with "due to COVID-19 pandemic". Should the student opt to re-enroll a course for which s/he earned an INC in the subsequent term and later decide to complete the INC during the prescription period, s/he should first drop the re-enrolled course.

Grades in the Second Semester/Trimester, Third Trimester AY 2021-2022, and Midyear 2022 are included in the general weighted average (GWA) computation.

Faculty members are enjoined to exercise utmost prudence in using the DROP option **for students in difficult circumstances due to the COVID-19 pandemic or the devastating typhoons, who, in their judgment, are nevertheless striving to meet academic requirements.**

The "no-fail policy" is not applicable in cases where the student is guilty of intellectual dishonesty. University procedures should be followed in processing student disciplinary cases.

Thank you.