I. **PURPOSE**
Define the deadlines to submit and release grades to medical students.

II. **PERSONS AFFECTED:**
Medical students, clerkship directors, module directors, Director of Assessment

III. **POLICY STATEMENT**
In Phase 1, it is the responsibility of the Director of Assessment to ensure that block grades are provided to students no longer than six weeks after the conclusion of a block.

In Phases 2 and 3, it is the clerkship and elective director’s responsibility to provide grades to students no longer than six weeks after the conclusion of a clerkship.

IV. **APPROVING BODY:**
Curriculum Committee