



December 2021

Dec. 7-13

Dead Week
(no quizzes/tests)

Dec. 14-18

Final Exams
(follow exam
schedule under
Class Schedule)

Dec. 18

Official End of
Term I

Dec. 20 at 12

Noon EST
Final Grades Due
for Fall Term I

Dec. 23 to Jan. 3

University Closed
for Holiday Break

**For more advising
information:**

<https://www.udm.edu/academics/academic-affairs/advising/index.php>

Students Not Returning to Detroit Mercy in Winter Term?

If a student has no plans to return to Detroit Mercy, they should complete the Total Withdrawal form here: [Total Withdrawal form](#). The advisor and academic dean should sign.

Submitting Final Grades at end of Fall Term

All grades are due by **12 Noon on December 20**. End of term processing such as academic status, degree certification, financial aid review, etc. cannot be completed until ALL grades are submitted.

"I" (Incomplete) Grade Usage and Policy

It is the student's responsibility to initiate the request for a grade of incomplete from the instructor. A petition for a grade of "I" is required and may be approved or disapproved at the discretion of the instructor. This grade is only appropriate at the end of the term when the majority of the coursework is completed but for serious reason the student is unable to complete the remaining course requirements. "I" grades are not issued when the student stops attending or participating in the class. If the instructor feels the awarding of an "I" is justified, they fill out an Incomplete Grade Petition reflecting the individual work to be completed and the due dates of that work. Both student and instructor sign the form, which is submitted to the instructor's Dean's office.

For undergraduate students, if the required work is not completed within eight weeks after the end of the semester, the "I" grade is automatically changed to an "I/F".

The deadline for completing an "I" grade may be extended at the discretion of the instructor of the course, the Dean of the college in which the course was taught, and the dean of the student's college/school not to exceed one year from the time the "I" grade was issued.

Additional information regarding incomplete grades can be found:

<https://www.udm.edu/academics/catalog/undergraduate2021-2022/policies/>

Fall 2021/Winter 2022/Summer 2022 Graduates

Students who graduate from Detroit Mercy in December 2021 will receive their diplomas in January. There is only one Commencement ceremony annually in May. Fall 2021/Winter 2022/Summer 2022 graduates will be invited to the May 2022 Commencement. Students planning to graduate between now and August 2022 should apply for graduation ASAP on-line in their Student Profile page (left side menu).