University of Victoria - School of Social Work Graduate Grading Rubric
The University of Victoria Graduate Grading Scale applies to all graduate programs (http://web.uvic.ca/calendar2015-09/GRAD/FARe/Grad.html). The School of Social Work Grading Rubric is intended to provide additional detail for instructors and students. Students should also consult the School of Social Work Grading Policy (insert hyperlink), which contains additional important information about grading. Please note that not all categories will be relevant to all assignments in all courses; students should always refer to specific assignment evaluation criteria for guidance.

Grade A+ Exceptional 90 - 100% Midpoint 95%
Grade Term Statement
Exceptional Work: Technically flawless and original work that demonstrates insight, understanding and independent application or extension of course expectations; often publishable.

Achievement of Assignment Objective(s)
Exceptional work of the highest quality that fully meets and in several aspects exceeds all of the assignment objective(s) or criteria.

Analysis
Work demonstrates sophisticated and creative critical analysis, including (where required by the assignment) the integration of detailed and specific critical reflection on positionality (social/political location), as well as nuanced consideration of relevant contexts and ideologies. Explicit and specific connections are drawn between the personal and the political. Relevant and high quality references and source materials, including materials beyond those assigned, have been integrated.

Integration of Theory, Knowledge, and Practice
Work exceeds expectations with regard to integration of course materials, includes creative integration of additional relevant materials, and demonstrates both comprehensiveness and complexity. Explicit, detailed and nuanced connections are drawn between theoretical models and professional practices and/or policies. Arguments, assertions or contentions are supported with relevant and specific evidence and/or illustrations. There is considerable evidence of creativity and originality of thought, and the work contains very well developed analyses, interpretations and/or critiques.

Organization, Language, and/or Writing
Work represents an exemplary level of academic writing, such that it would likely be accepted for publication in a refereed journal or, if a presentation, would likely be accepted to a refereed conference. Specific criteria for this grade level include:
- Exceptional organization, structure and coherence: ideas, concepts, and principles are presented in an engaging, thoughtful and consistent fashion.
- Language is clear, with all technical terms and/or jargon defined or explained in the body of the work.
- Quotations are kept to a minimum and where used, they are very well contextualized within the student's own thinking.
• Technically flawless in grammar, spelling and referencing (in-text citations and reference list).
• Falls within the specified word/page limit or, if a presentation, within the allotted time frame.

Grade A Outstanding 85 - 89% Midpoint 87%

Grade Term Statement
Outstanding Work: Demonstrates a very high level of integration of material demonstrating insight, understanding and independent application or extension of course expectations. Generally excellent in content, organization, analysis, and presentation.

Achievement of Assignment Objective(s)
Exceptional high quality work that fully meets and in some aspects exceeds some of the assignment objective(s) or criteria.

Analysis Scope
Work demonstrates an excellent level of critical analysis, including (where required by the assignment) detailed critical reflection on the student’s positionality (social/political location). The analysis integrates relevant references/source materials, including some beyond those assigned in the course.

Integration of Theory, Knowledge, and Practice
Work demonstrates comprehensiveness, complexity, and excellent integration of sources. Personal engagement with the topic is complex and nuanced, with explicit and relevant connections drawn between the personal and the political. Clear connections are drawn between theory models and professional practices and/or policies. Matters of context and ideology are addressed with specificity. Arguments, assertions or contentions are supported with relevant and specific evidence and/or illustrations. There is strong evidence of creativity and originality of thought, and the work contains well-developed analyses, interpretations and/or critiques.

Organization, Language, and/or Writing
Work represents an excellent level of academic writing. With minor revisions, work could be submitted for publication in a refereed journal or, if a presentation, could be submitted to a refereed conference. Specific criteria for this grade level include:
• Excellent organization, structure and coherence: ideas, concepts, and principles are presented in a thoughtful and consistent fashion.
• Clear language, with all technical terms and/or jargon defined or explained in the body of the work.
• Quotations kept to a minimum and where used, they are well contextualized within the student’s own thinking.
• Contains a few very minor errors in grammar, spelling and referencing (in-text citations and reference list).
• Falls within the specified word/page limit or, if a presentation, within the allotted time frame.
**Grade A - Excellent 80 - 84% Midpoint 82%**

**Grade Term Statement**

*Excellent Work: Represents a high level of integration, comprehensiveness and complexity, as well as mastery of relevant techniques/concepts.*

**Achievement of Assignment Objective(s)**

Reflects thorough achievement of all of the assignment objective(s).

**Analysis Scope**

Work demonstrates a high level of critical analysis, including (where required by the assignment) detailed critical reflection on positionality (social/political location). The analysis integrates relevant references and source materials.

**Integration of Theory, Knowledge, and Practice**

Work demonstrates comprehensiveness, complexity, depth and very good integration of assigned materials. The critical analysis includes integration of relevant and appropriate references and clear linkages between theory models and professional practices and/or policies. Matters of context and ideology are addressed. Explicit and relevant connections are drawn between the personal and the political. Arguments, assertions or contentions are supported with relevant and specific evidence and/or illustrations. There is some evidence of creativity or originality of thought or well-developed interpretations or critiques.

**Organization, Language, and/or Writing**

Work represents a very good level of academic writing, but would require significant revision in order to be submitted for publication in a refereed journal or, if a presentation, submitted to a refereed conference. Specific criteria for this grade level include:

- Very good organization, structure and coherence: ideas, concepts, and principles are presented in a thoughtful and consistent fashion.
- Use of clear language throughout, with almost all technical terms and/or jargon defined or explained in the body of the work.
- Quotations kept to a minimum and where used, they are contextualized within the student’s own thinking.
- Contains some minor errors in grammar, spelling and referencing (in-text citations and reference list).
- Falls within or very close to the specified word/page limit or, if a presentation, very close to or within the allotted time frame.

**Grade B+ Very Good 77 - 79% Midpoint 78%**

**Grade Term Statement**

*Very Good Work: Represents a satisfactory level of integration, comprehensiveness, and complexity; demonstrates a sound level of analysis with no major weaknesses.*

**Achievement of Assignment Objective(s)**

Reflects very good achievement of all of the assignment objective(s).
Analysis Scope
Work demonstrates sound critical analysis, including (where required by the assignment) specific critical reflection on positionality (social/political location).

Integration of Theory, Knowledge, and Practice
Work represents a very good level of integration of sources, as well as comprehensiveness, depth, and complexity. Strong personal engagement with the topic is demonstrated, and some relevant and clear connections are drawn between the personal and political. The critical analysis includes integration of assigned references and resources, as well as linkages between theory models and professional practices and/or policies. Matters of context and ideology are addressed. Arguments, assertions or contentions are to some extent supported with relevant evidence and/or illustrations.

Organization, Language, and/or Writing
Work represents a very good level of academic writing but would require major reworking in order to be submitted for publication in a refereed journal or, if a presentation, submitted to a refereed conference. Specific criteria for this grade level include:

- Good organization, structure and coherence: ideas, concepts, and principles are presented in a consistent fashion.
- Use of clear language, though some technical terms and/or jargon may not be defined or explained in the body of the work.
- Where quotations are used, they are contextualized within the student’s own thinking.
- Contains several minor errors in grammar, spelling and referencing (in-text citations and reference list).
- Falls close to the specified word/page limit or, if a presentation, close to the allotted time frame.

**Grade B Acceptable 73 - 76% Midpoint 74.5%**

Grade Term Statement
Acceptable work that fulfills the expectations of the course: Represents a satisfactory level of integration of key concepts/procedures. However, comprehensiveness or technical skills may be lacking.

Achievement of Assignment Objective(s)
Reflects satisfactory achievement of all assignment objectives/criteria.

Analysis Scope
Work demonstrates some degree of critical analysis, including (where required by the assignment) some critical reflection on positionality (social/political location). There are omissions or lack of depth in analysis and critical reflection.

Integration of Theory, Knowledge, and Practice
Work represents a good level of integration of assigned sources, however, comprehensiveness, depth and complexity may be lacking in some areas. The critical analysis may have some weaknesses in terms of integrating relevant and appropriate references, and/or making clear
linkages between theory models and professional practices and/or policies. Matters of context and ideology are addressed to some extent. Where critical reflection on positionality (social/political location) is required by the assignment, there are major deficiencies; connections between the personal and political are tenuous at best. Arguments, assertions or contentions are minimally supported or some may not be at all supported.

Organization, Language, and/or Writing
The work represents a satisfactory level of academic writing. Specific criteria for this grade level:
- Some weaknesses in organization, structure and coherence.
- Ideas, concepts, and principles are not all presented clearly or in a consistent fashion.
- Lack of clarity in meaning or description.
- Inappropriate use of quotations, overuse of quotations, or little contextualization of quotations within the student’s own thinking.
- Errors in grammar, spelling and referencing (in-text citations and reference list).
- Assignment may fall outside the specified word/page limit or, if a presentation, run over or under the allotted time frame.

Grade B-, C+, C, D Unacceptable 50 - 72%
Grade Term Statement
Unacceptable work revealing some deficiencies in knowledge, understanding or techniques. Represents an unacceptable level of integration, comprehensiveness and complexity. Mastery of some relevant techniques or concepts lacking. Work does not meet requirements for graduate level work.

Achievement of Assignment Objective(s)
One or more assignment objectives/criteria were only partially achieved, or not met at all, or not addressed.

Analysis Scope
Work demonstrates minimal or no critical analysis, including (where required by the assignment) minimal or no critical reflection on positionality (social/political location).

Integration of Theory, Knowledge, and Practice
Significant gaps exist in the integration of sources, and comprehensiveness, depth and complexity are lacking in some or all parts of the assignment. The critical analysis has serious weaknesses in terms of integrating relevant and appropriate references, and/or making linkages between theory models and professional practices and/or policies. Where critical reflection on positionality (social/political location) is required by the assignment, this is largely absent or has major deficiencies; connections between the personal and political are non-existent or tenuous at best. Matters of context and ideology are minimally or not at all addressed. Arguments, assertions or contentions are not always supported, inadequately supported or not at all supported.

Organization, Language, and/or Writing
The work represents a minimally acceptable or unacceptable level of academic writing. Specific criteria for these grade levels:
- Weaknesses in organization, structure and/or coherence.
Ideas, concepts, and principles lack clarity or are presented inconsistently. Inaccurate language use and/or lack of clarity in meaning or description. Inappropriate use of quotations, overuse of quotations, or quotations not contextualized within the student’s own thinking. A significant number of errors in grammar, spelling and referencing (in-text citations and reference list) may be present. Assignment may fall outside the specified word/page limit (over or under) or, if a presentation, run significantly over or under the allotted time frame.

Every grade of 4.0 (B-) or lower in a course taken for credit in the Faculty of Graduate Studies must be reviewed by the supervisory committee (in the School of Social Work, this is most often the student’s academic advisor and the Graduate Advisor) of the student and a recommendation made to the Dean of Graduate Studies. Such students will not be allowed to register in the next session until approved to do so by the Dean.

Common recommendations to the Dean of Graduate Studies include but are not limited to:

- Student is required to successfully complete a supplemental assignment related to course content prior to proceeding.
- Student is required to successfully complete an academic writing course that is acceptable to the student’s academic advisor and/or the School’s Graduate Advisor.
- Student is required to repeat the course prior to proceeding in the MSW program.
- Student is required to repeat the course but is allowed to proceed with the MSW program until able to do so.

**Failing Grades (F and N)**

**F Fail 0 - 49% Unsatisfactory performance.**

**Grade Term Statement**

Represents failing work that is inadequate for successful completion of the course. In the case of an assignment grade, an “F” grade is assigned when:

- The assignment has been submitted within the submission window but failed to minimally meet any of the assignment criteria; OR
- The assignment was submitted 2 weeks or more after the assignment due date (including any negotiated extension date).

In the case of a course grade, an “F” grade is assigned when a student has met the course attendance requirements, and submitted all required assignments, but has not achieved the baseline indicators for meeting the learning objectives/outcomes for the course.

**Grade N Incomplete (0 – 49%)**

*Did not write examination or otherwise complete course requirements by the end of term or session. This grade is intended to be final.*

The “N” grade is given when:

- A student has not met course attendance/participation requirements; OR
- A student has failed to submit a required assignment, whether or not that assignment is a graded assignment.
It is a policy of the School of Social Work that all required course assignments be submitted and assessed in order for a student to meet the learning objectives of any course in the MSW Program. All students must meet a minimum 80% attendance rate; in the case of on-line courses, this may be interpreted as a minimum 80% participation rate [insert hyperlink].

**Grade INC  Incomplete**
This grade requires that the "Request for Extension of Grade" form be competed and submitted. It is used, with the Dean of Graduate Studies’ permission, for graduate credit courses with regular grading (A to F, including N) that are not complete by the end of the term or session due to exceptional circumstances beyond the control of the instructor or student. INC must be replaced by a final grade not later than the end of the next term.

**WE  Withdrawal under extenuating circumstances.**
The WE registration status replaces a course registration or grade when approved by the Dean following a request for academic concession from a student. This registration status is excluded from the calculation of all grade point averages; it will appear on the official transcript.