

# **Addendum to Graduate Bulletin 2019–2020**

## **Grading Policies and Deadlines**

### **CR/NC Grading Policy**

On March 30, 2020, the CUNY Board of Trustees approved the following “Special COVID-19 Flexible Grading Policy for the Spring 2020 Semester.” A detailed implementation plan and FAQ based on questions raised during the development of this policy will be published soon.

### **Special COVID-19 Flexible Grading Policy for the Spring 2020 Semester**

As part of the City University of New York’s response to the COVID-19 pandemic, during the spring 2020 semester all students shall have the option to convert any or all of the A–F letter grades they earn in their classes to Credit/No Credit (CR/NC) grading.

- Students shall be able to make this decision up to 20 business days after the university’s final grade submission deadline. Once selected, the CR/NC option cannot be reversed.
- If a student chooses to exercise this option, a passing letter grade (A, B, C, or D) will convert to CR, with credit for the class being awarded, while a failing grade (F) will convert to NC, with no credit awarded. Credit/No Credit grades will not impact the student’s GPA.
- Courses taken for a letter grade will continue to be included in the semester and general GPA; courses taken for a Credit/No Credit grade will be excluded, just as is the case with such courses taken at a student’s home institution.
- If a student exercises the option of Credit/No Credit, the Credit grade will not negatively impact the student’s satisfactory progress toward degree completion.
- Students with Credit/No Credit grades will be able to transfer those courses across colleges within CUNY, per current CUNY policy.
- The Special COVID-19 Flexible Grading Policy shall apply to course work completed on Permit and will not affect Board of Trustees Policy 1.14 – Policy on Coursework Completed on Permit.
- Students placed on academic probation by their institution at the start of the spring 2020 semester shall not be penalized with academic dismissal based upon their grades earned this semester.
- The Special COVID-19 Flexible Grading Policy shall not affect the university standards of student retention and progress in accordance with Board of Trustees Policy 1.26.
- Before choosing this grading option for one or more of their classes, students shall consult with their academic and financial aid advisers regarding potential impact to their financial aid, licensure requirements, and graduate school admissions.

- The Special COVID-19 Flexible Grading Policy shall supersede and override all undergraduate and graduate program–level grading policies currently in effect at CUNY colleges and schools, including those related to required and elective courses within the major, minor, general education (Pathways), prerequisite courses, honors courses, courses taken on permit, and maximum number of credits that a student can earn with Credit/No Credit grades.
- The grade glossary, attached to each transcript, will be updated to include a notation denoting that all spring 2020 grades, including CR or NC, were earned during a major disruption to instruction as a result of the COVID-19 pandemic.
- The Special COVID-19 Flexible Grading Policy shall apply to all CUNY colleges and schools, except the School of Law and the School of Medicine, which may develop their own Pass/Fail policies, subject to approval of the board of trustees, to conform to norms in legal and medical education.
- The Special COVID-19 Flexible Grading Policy, which shall be effective **April 1, 2020**, applies to the spring 2020 semester only. The chancellor may, in his discretion, to meet public health emergency policies and practices, extend this policy to future semesters, if necessary, and report such extension to the board of trustees immediately.
- The Special COVID-19 Flexible Grading Policy shall be codified in the Manual of General Policy as Policy 1.4. and cannot be overwritten by any individual units of the university, including presidents, provosts, or college councils. The policy will remain in effect for the spring 2020 semester and will be reviewed by the chancellor and extended as necessary to meet public health emergency policies and practices.

### **Student Retention and Progress**

Per university policy, each student will be expected to maintain a grade point average of at least 1.50 for the first 12 credits, attempted, and at least a 1.75 grade point average for the first 24 credits, attempted. In each subsequent semester students will be expected to maintain at least a 2.00 grade point average. Students who fail to meet their college’s retention standards or the conditions of an academic or other probation for spring 2020 are to be placed on continued probation and will not be subject to academic dismissal.

### **Course Withdrawal Period**

Last Day to Drop with a Grade of W: The current deadline date listed on the calendar is Wednesday, **April 1, 2020**. We will move that date to Thursday, **May 14, 2020**. This is the published “Last Day of Classes,” and is *before* final examination week and also prior to the “End of the Spring Term.”

### **Incomplete Grades**

Students who receive an INC grade in the spring 2020 term would generally be required to submit outstanding work, “according to a deadline established by individual colleges of the university but no later than the last day of the following semester.” But the university will allow students to submit incomplete work to faculty for resolution of INC grades for courses taken in spring 2020 through the fall 2020 semester, and the new deadline for faculty to submit Incomplete to Grade

forms to the Registrar's Office for resolution will be Wednesday, **December 23, 2020**. This date coincides with the "Final Grade Submission Deadline" for fall 2020 courses.

For students who received an INC grade in the fall 2019 semester, the university will allow students to submit incomplete work to faculty for resolution through the end of the summer 2020 semester. The new deadline for faculty to submit Incomplete to Grade forms to the Registrar's Office for resolution will be **August 30, 2020**.