

Pass/No Pass Policy for Spring 2020

In light of the challenges of shifting to distance learning mid-semester due to the Covid-19 public health crisis, MCLA has enacted a temporary Pass/No Pass (P/NP) policy. This policy is in effect only for the Spring 2020 semester. Students will be given the opportunity to request P/NP grading for some or all of their classes that normally would carry letter grades, according to the following guidelines:

- Students have the option to select P/NP for any eligible course.
- This option may not be available to students enrolled in licensure courses, where grades are required for licensure. Licensure students: Please contact your academic advisor for further details.
- Before making this decision, students should discuss whether they should choose this option with their advisors. Athletes, Education and Radiology majors, and students with certain kinds of financial aid will need to make sure the decision to change over to P/NP will not impact them negatively.
- Students will have until one week after final grades have been submitted (May 20) to opt in to changing their grade from a Letter Grade to P/NP. In order to do so, students must fill out the *Pass/No Pass Request* form and return it electronically to the Registrar's office, indicating which courses they would like to convert from letter grade to P/NP.
- Students must also receive their advisor's approval for their form to be processed.
- Students receiving an Incomplete for a course will have until the conclusion of the Fall 2020 semester to complete the required course work. Impact on Student GPAs:
- Courses in which a student opts for a Letter Grade will be calculated into their GPA.
- Passing grades issued for those classes in which a student has elected to take P/NP during the Spring 2020 semester will not be calculated into that student's GPA.
- Non-passing grades issued for those classes in which a student has elected to take P/NP during the Spring 2020 semester will not be calculated into that student's GPA.
- Students' Academic Standing will be processed as usual, with the exception that suspended students will be granted a "Probation After Suspension Status" – i.e., no appeal needed.

Change to Course Withdrawal Policy:

- For this semester, the deadline for students to withdraw from a class has been extended to the same date (May 20) as the deadline for electing the P/NP option. Current full-time students may not withdraw from a sufficient number of classes so as to drop below full-time status without first discussing this decision with Student Financial Services.
- **Please note: This policy does not affect the last day by which a student may withdraw from the institution. This deadline remains May 4.** Please contact Wendy Guerra (w.guerra@mcla.edu) with questions about withdrawing