**FAQ - Credit – No Credit Grading Policy (Spring Semester 2020 only)**

**Message to WPU Students**

**Purpose:** To provide a one-semester grading system that provides flexibility to faculty and support for students during Spring semester 2020. Professors are committed to supporting your best efforts by being appropriately flexible as you finish strong this last week of the semester.

Read this policy carefully:

1. **Process**. Professors will submit grades based on the points you earned in the course. After grades have been posted – **May 14** - review your grades via the student portal (not Moodle) and decide which courses you wish to apply for Credit instead of the grade earned.
2. **Who is eligible to choose this CR/NC (credit/no credit) option?** Any undergraduate student enrolled in courses that were f2f, in-person, when Spring semester began. This includes students on academic probation. ***This policy IS NOT intended to protect students who were not engaged nor actively participating in courses before COVID-19 forced WP to move online. Attendance, mid-term grades and conversations with instructors will be part of the evidence reviewed to determine eligibility for this CR-NC option.***

***You have to apply to request this benefit.*** An application form will be available on the student portal.

1. **May I request CR/NC to one or all of my courses?** Yes. This policy applies to any Oskaloosa campus undergraduate course that began as f2f but moved to a remote format.

This policy does NOT apply to graduate courses, distance education courses, classes already delivered online, practica, or internships.

1. **If I apply for Credit for a particular course, may I stop attending and submitting assignments? NO!** To be considered for this benefit, you must maintain regular attendance. Your midterm grade may be considered, as well as input from your instructor. Continue to finish strong. (A midterm grade of F will not automatically disqualify you from applying for this option.)
2. **How many courses may I designate as a CR/NC?** You may designate one, some, all, or none of your Spring 2020 courses that began face-to-face but were then moved to a remote learning format.
3. **What grades receive Credit (CR)?** **What grades do not receive credit (NC)?**  An earned grade of A through D- will be categorized as a CR. An earned grade of F will be categorized as NC.
4. **Will CR/NC courses count towards my academic requirements?** Yes. Courses for which you receive credit will count towards your major, academic progress, and graduation requirements. We will review your requests closely to help ensure that you are not harmed by your decision to receive credit for a course instead of a grade. (Potential consequences could include: athletic eligibility, probationary status, financial aid, future educational goals, etc.)
5. **What about courses that have a minimum grade requirement to move to another course (i.e. LDRS 090 or MATH 090)?** The original grade submitted by your professor will be preserved and will be used by WPU to determine if you may advance to the next course. For example, if you earn a D in MATH 090, you will not be able to move on to MATH 100 even though the grade on the transcript will be a CR.
6. **Will a CR/NC designation affect my GPA?** No. Grades of CR and NC are not factored into your grade point average (GPA). However, the actual grade earned before applying the CR/NC option will be retained for future reference in case it is needed for reference.
7. **If my overall GPA is under a 2.0, or I am on academic warning or probation, what do I need to consider?** If you are on warning or probation, consider the impact of CR/NC decisions on both this semester’s GPA and the overall GPA. Thus, to make an informed decision, you will need to discuss possible implications, including financial aid, with your advisor, the Registrar, and/or Financial Aid Office. (This will be part of the application process for applying the CR/NC policy.) A minimum GPA of 2.0 is still required to earn a degree from WPU, both the cumulative GPA and in each major/minor earned.
8. **Is there a downside to using this policy?** Possibly. If you intend to apply to graduate programs, you should discuss with your advisor the potential impact of CR/NC designations on your application to graduate school. For example, some programs require a certain GPA in designated courses or programs of study. Applying this policy may also exempt you from the Dean/President’s List.
9. **What is the deadline for applying for CR/NC to replace the grade? May 22.** Youmay submit your request beginning May 14. All requests must be received by May 22, 2020. Be patient. This process will take time. We will contact you.
10. **How do I apply?** Simply submit the “Request for CR/NC Grading Option” form – which will be available in the Student Portal, under Forms - to the Registrar, [dollde@wmpenn.edu](mailto:dollde@wmpenn.edu)

If no form is received by the May 22 deadline, the letter grade submitted by the instructor will be the final grade for the course.

Your request for Credit will be reviewed by the Academic Dean and the Registrar, in coordination with Financial Aid and Instructors. We will contact you to discuss issues to help you make an informed decision. The review will highlight the advantages and disadvantages of a Credit instead of a grade, if applicable. **Simply applying for CR/NC to replace a grade is not a guarantee that you will be able to replace the grade with “credit.”**

1. **How will dismissal/reinstatement statuses be affected?** Replacing a grade with CR/NC will not impact your GPA. If your academic status changes at the end of the semester, that specific circumstance will be considered through the appeal process. We will work to ensure that taking the credit option will not harm your status.
2. **May I retake a course for which I received CR/NC?** If you choose NC for a course that is required for the WPU mission core or for your major or minor, you will need to retake the course to earn a grade. However, a grade of NC in an elective course will not need to be re-taken.
3. **Will choosing the CR/NC option impact my WPU or external scholarships that have a GPA requirement?** Because grades of CR and NC are not factored into your GPA, your WPU scholarship will not be affected. You should consult with external scholarship providers to determine if a CR/NC designation will impact that scholarship.
4. **What if I need to appeal for the loss of Financial Aid?** The same rules will apply as usual. The CR grade will count towards SAP PACE, and the cumulative GPA will need to meet required minimums. For more detail go to <https://www.wmpenn.edu/admissions-aid/financial-aid/financial-aid-guide-2019-2020/> and open Satisfactory Academic Progress Standards for Financial Assistance (SAP) by clicking the + symbol. This issue may become part of the review of the process as we review your application.
5. **How will a CR/NC designation affect my athletic eligibility?**The GPA that appears on WPU’s official transcript will be used to determine your eligibility. Courses for which you receive CR can be used to help you meet the 24/36 Hour-Rule and the Progress Rule. If you are repeating a course because you previously earned a low grade, and you designate that repeated course (Spring 2020) as CR instead of the actual grade, the CR designation will count towards the 24/36-Hour Rule. Contact your coach for additional help and guidance.
6. **How will Spring semester 2020 designations appear on my transcript?** WPU will include a note on the transcript key explaining the extraordinary circumstances of Spring semester 2020. This note may be important information for your potential employer.