

**From:** Provost & Vice President for Academic Affairs <Provost@csusb.edu>  
**Date:** Wednesday, November 18, 2020 at 1:37 PM  
**To:** colleagues@groups.csusb.edu, students@lists.csusb.edu  
**Subject:** Grading Policy Fall 2020 Semester

Dear Students and Colleagues,

As we endure challenges related to COVID-19, we want to continue to support our students to persist and complete their academic coursework this fall semester. We are hereby rescinding our memo on Sept. 8 indicating we would not have the CR/NC option. In collaboration with ASI, the Faculty Senate and Administration, CSUSB will institute a modification of our academic grading processes. Students will have the option of moving any of their semester grades from a letter grade to credit/no credit (CR/NC). The faculty will assign grades as usual.

We strongly advise students who are considering any of the following options to consult with their academic advisor first. It may be best for most students to keep the traditional letter grade, especially since all "F" grades will automatically convert to a No Credit grade. Students in many programs, including those that lead to credentials, licensures, and graduate degrees, may be best served by traditional grading.

Specifically, the plan for fall semester 2020 classes are:

### **Undergraduate Student Grading Options for Fall 2020**

Undergraduate students may elect to be graded on an ABC-/NC basis, or on a Credit/No Credit basis, *for each of their courses on a course by course basis*. Grades of "C-" or above will count for Credit; grades of "D+" or lower will count as No Credit. These grading options may apply to general education courses, courses in the major, or elective courses. Students will be able to select one of these options until the last day of instruction. Students are strongly encouraged to consult with an academic advisor before deciding on a change in grade.

For all undergraduates who do not select a C/NC grading option, any "F" will change to a grade of No Credit and will not be calculated into the GPA. No action is required; this will happen automatically.

### **Graduate Student Grading Options for Fall 2020**

Graduate students may elect to take any of their courses on an AB-/NC, or on a Credit/No Credit basis instead of traditional letter grading. Grades of "B-" or above will count for Credit; grades of "C+" or lower will count as No Credit. Students will be able to select this option until the last day of instruction. Students are strongly encouraged to consult with a graduate program advisor before deciding on a change in grade.

For all graduate students who do not select C/NC grading options, any "D or F" grade will be changed to a grade of No Credit and will not be calculated into the GPA. No action is required; this will happen automatically.

### **Petition to Change Grading Option After End of Term Grade Post**

A student can petition the Registrar to convert a posted letter grade to Credit/No Credit from the time their grade is posted until January 15, 2021. Due to the special circumstances of the COVID-19 Pandemic, there may be a considerable delay in updating their transcript to reflect the change. Exceptions to this deadline may be allowed by the Registrar on a case-by-case basis.

### **Other Academic Updates for Fall 2020**

Departments and GE, including the Golden Four, must accept Credit grades earned in Fall 2020 towards major and graduation requirements.

All WUs will be converted to Ws for the Fall 2020 semester and those Ws do not count towards the W limit.

Students attempting grade forgiveness for a course in Fall 2020 will not have this attempt count towards the maximum number of allowable units for grade forgiveness.

Courses completed in Fall 2020 with a Credit/No Credit grade do not count toward a unit cap of Credit/No Credit courses.

Fall 2020 Credit/No Credit grades will not affect a student's admissions into a CSUSB graduate program as long as they meet the minimum program requirements and their transcripts show a conferred Bachelor's Degree or Master's Degree, or EdD, as appropriate.

Fall 2020 transcripts will include the following notation:

"In Fall 2020, the impact of the coronavirus pandemic (COVID-19) led to a move to remote and virtual learning, as well as temporary changes in university academic/grading policies."

### **Fall 2020 Timeline for the selection of Credit / No Credit (CR/NC or ABC-/NC) Grades**

Making the decision to change the grading scale for a course from graded to a Credit/No Credit (CR/NC or ABC-/NC) should be undertaken in consultation with an academic advisor. There may be implications for students in many programs, including those leading to credentials, licensures and graduate degrees and for scholarships and financial aid.

CSUSB will roll out the Credit/No Credit (CR/NC or ABC-/NC) selection process as follows:

- **Beginning November 23:** Students can meet with an academic advisor to identify whether or not this option is best given their specific circumstances.

- **November 30 – December 7:** The Credit/No Credit (CR/NC or ABC-/NC) selection process is available to students via MyCoyote. Students should meet with an advisor or attend a workshop prior to making changes to their grading scale.
- **December 7 – January 15, 2021:** After the MyCoyote process closes, students will be able to petition the Office of the Registrar to change their grading scale to Credit/No Credit (CR/NC or ABC-/NC) from the beginning of the finals period until January 15, 2021. Details on the petition process are listed on the Office of the Registrar website.

Additional updates to future term grade processes will be sent in early 2021.

Thank you to each and every member of our campus community. You continue to exhibit Coyote pride by working together, caring for one another and supporting learning. We will define the future and continue to transform the lives of our students in the Inland Empire and Coachella Valley.

Best,

Shari McMahan  
Provost and Vice President for Academic Affairs

Beth Steffel  
Faculty Senate Chair

Graciela Moran  
ASI President