

Section:	II.3.74	
Title:	Spring 2020 Semester Ungraded Option	
Effective Date:	March 21, 2020 - June 1, 2020	
Approved By:	Provost	
Responsible Unit:	Academic Affairs; (609) 771-3080; academic@tcnj.edu	
Related Documents:		
History:		
<u>Version</u>	<u>Date</u>	<u>Notes</u>
1.0	March 21, 2020	New policy; initial release

I. INTRODUCTION

Due to the extraordinary pedagogical changes resulting from a global public health pandemic, this policy outlines the “Ungraded Options” for the Spring 2020 semester only. The Spring 2020 Ungraded Option (as defined below)—applies to all currently enrolled undergraduate and graduate students at TCNJ. This policy will expire on June 30, 2020 at the end of the Spring 2020 Semester.

II. DEFINITIONS

“Ungraded Option”: When a student selects the Ungraded Option, the transcript indicates “CD” (credit/pass) or “ND” (no credit/fail) rather than a letter grade. Ungraded Option - a student selected option indicating a “CD” (credit/pass) or “ND” (no credit/fail) rather than a letter grade on the official transcript. Courses selected for the Ungraded Option count toward graduation but do not count towards a student’s Grade Point Average.

CD - the designated grade utilized to indicate a credit/pass for the ungraded course.

ND - the designated grade utilized to indicate a no credit/fail for the ungraded course.

III. POLICY

The Spring 2020 Ungraded Option allows students to request one, multiple, or all of their courses for which they would have otherwise received a grade to be ungraded. Undergraduate students choosing the “Ungraded Option” need to earn a “D” or better to receive a CD designation on the transcript (CD = credit). Graduate students choosing the “Ungraded Option” need to earn a “C” or better to receive a CD designation on the transcript. Failure to earn a passing grade results in the student receiving an “ND” (no credit/fail) on their transcript and no credit will be awarded.

For undergraduate students, minimum grade requirements above a “D” (e.g., to progress or count toward a major or prerequisite) are waived. Students who choose the Ungraded Option based on a final grade below what would otherwise be a minimum grade requirement are advised to consult with their faculty advisor or department chair for advice on additional preparation in anticipation of subsequent course work.

Courses selected for the Ungraded Option do not count towards a student’s GPA but do count toward graduation and any major, minor, or Liberal Learning requirements. Students who choose the Ungraded Option will be expected to fully participate in the course.

A. Eligibility, Application, and Restrictions:

The Spring 2020 Ungraded Option is available for all undergraduate and graduate courses offered by TCNJ in the Spring 2020 Academic Year, as long as:

1. This policy applies to a course for which the student would have otherwise received a grade.
2. This policy applies to a course taken for the first time or when repeating a course for which the student previously received a failing grade or W.
3. Choosing the Ungraded Option has no impact on a student’s financial aid.
4. Ungraded Option courses do not count toward the minimum number of course units needed to be on the Dean’s list (3 graded units).
5. Ungraded Option courses do not count toward graduating from the College with academic honors (16 graded units).
6. Students who fail to maintain good standing by the end of spring semester will be notified and all will be invited to return fall semester 2020 to re-earn good standing. The Probation, Dismissal, and Academic Standing policy will be held in abeyance for this semester only.

B. Notification Process:

Upon reviewing their final grades, students may select the Ungraded Option by completing and submitting a form no later than June 1, 2020. The Office of Records and Registration (R&R) will make available the Ungraded Option form on the R&R website no later than the last week of classes (the week of May 11, 2020).

C. Deadlines:

Submission of the Ungraded Option form must be completed by June 1, 2020. Exceptional circumstances for submissions after that date will be handled on a case-by-case basis with requests communicated via email directly to R&R.

D. Grading

In courses for which students will otherwise receive a grade, each instructor maintains a final grade for each student. At the end of the semester, instructors submit regular letter grades for all students. Upon reviewing their course grades, students may then choose the Ungraded Option via the R&R form, submissions due by June 1, 2020. A course that is selected as an Ungraded Option in the Spring 2020 semester will still have a grade on file, although that grade will not appear on the student's transcript or be counted towards their GPA.