

## Spring Semester 2020 Alternative Grading System Short-Term Policy and Procedures

The COVID-19 emergency, and the resulting closure of the DCC campus and transition to remote delivery instruction, has created access and learning challenges for many VCCS students. To ensure that students' academic progress is not adversely impacted this semester, VCCS Chancellor DuBois is instituting a default\* Pass/Withdraw/Incomplete grading scale for Spring Semester, with the option to allow students to request their earned letter grades. VCCS has researched the implications and assures us that this grading policy supports students' progress toward degree requirements and is compliant with federal and state financial aid guidelines.

\*The P+, P-, W, and I grading scale will be set up in SIS as the grading scale for the semester. Traditional letter grades can be recorded by special request as indicated in #3 below.

1. Courses that have already ended, such as first session 8-week courses, will follow the standard grading scale.
2. All courses that have not reached the course end date by April 6, 2020, will use the following grading scale:

P+	Pass with a grade of "C" or higher	Applies to college transfer, technical education, and developmental courses. A grade of P+ will not impact a student's GPA.
P-	Pass with a grade of "D"	Applies to college transfer, technical education, and developmental courses. A grade of P- will not impact a student's GPA.
W	Withdraw	A student may withdraw up until the last day of the semester (May 12) without penalty.
I	Incomplete	The faculty member and student may agree to a plan to complete remaining course requirements in the summer semester.

3. A student may request his/her earned letter grade/s (A, B, C, D, F). Requests must be submitted by not later than the last day of the semester, May 12 at 5:00. A student may submit only one grade request per course, and the grade cannot be changed back to a pass/withdrawal/incomplete grade after the request is made. Students should communicate with the instructor of the course if they want to know their letter grade before making the request. The college will maintain documentation of a student's request for earned letter grades. **To request a traditional letter grade, there will be a form on the student's Canvas landing page loaded the first week in April.**

4. A grade of P+ or P- will not impact a student's GPA, Satisfactory Academic Progress, or Degree Audit processes. So, in effect, your current GPA will remain unchanged with the P+ or P-.
5. If the student receives an I-grade for incomplete, the coursework must be made up during the summer semester as per DCC policy. If the student does not complete the coursework by the end of the summer semester, the grade of I will become an F and will impact the student's GPA.
6. A transcript notation for Spring 2020 will document the grade definitions for P+ and P-. For college transfer courses, the P+ grade indicates that the student has completed the course with a grade of C or higher.
7. Awarding a grade of W may impact some students who are receiving benefits, i.e., post 9-11 GI Bill benefits. These students should consult with the Financial Aid office by sending an email to [mona.snead@danville.edu](mailto:mona.snead@danville.edu) or [angela.turner@danille.edu](mailto:angela.turner@danille.edu) to determine the grading scale option best for maintain their veteran's or Trade Act benefits.
8. Four-year universities in the state of Virginia have agreed to transfer the P+ and P- grades for students desiring to transfer. If a student is transferring out of the state of Virginia, the student should contact that universities admissions office for guidance. It is advised to reach out to the university early in April to ensure an answer before the May 12 deadline.
9. This grading policy guidance is effective only for Spring Semester 2020.
10. For questions about this policy's effect on financial aid, contact [mona.snead@danville.edu](mailto:mona.snead@danville.edu) or [angela.turner@danille.edu](mailto:angela.turner@danille.edu).
11. For all other questions, contact your instructor. Your instructor will direct you to other resources if s/he is unable to answer your question.