

Kubran, Judith

Subject: Important Information Concerning the CUNY Flexible Grading Policy

Important Information Concerning the **CUNY Flexible Grading Policy**

The email below was sent to all level 1 and 2 students enrolled in classes. It was not sent to level 3 students, students enrolled in Register on Record or enrolled in Maintenance of Matriculation because this grading policy is not relevant to that population of students.

Please remember:

- Students must select this option, the program or faculty member cannot select this option for students.
- The option will not be available for students to select until after the instructor submits the grade.
- This policy applies to courses graded 'A', 'B', 'C', 'F' and does not apply to courses graded Pass/Fail.
- An INC grade is not a final grade and students cannot select the CR/NC option until a final grade is recorded (yes, we will be dealing with this for the remainder of our days at the GC)
- A student has 20 business days from the time the final grade is recorded to choose this option.

Questions regarding the policy should be emailed to FlexibleGradingPolicy@gc.cuny.edu.

Thanks

Vin De Luca

Dear Student:

The Credit/No Credit Flexible Grading Policy was designed to help you continue your academic progress despite the difficulties you may have faced in recent months. The policy provides you with the **option of receiving a letter grade** (for courses graded A, B, C, F) or a **grade of Credit/No Credit for courses taken during the Spring 2020 semester**. The decision of whether to choose a letter grade or Credit/No Credit for a course is yours to make. **Please note that the option to select Credit/No Credit grading will not be available until after the instructor submits your final grade and will remain available for 20 business days after the grade is recorded.** If you do not take action and opt-in, you will receive a letter grade assigned by the instructor.

To aid you in making an informed decision it is important to review the information posted by the University at the web pages listed below:

- [The Flexible Grading Policy \[maestro.cuny.edu\]](http://maestro.cuny.edu)
- [Flexible Grading Policy FAQs \[maestro.cuny.edu\]](http://maestro.cuny.edu)
- [The CUNY Coronavirus Update site \[maestro.cuny.edu\]](http://maestro.cuny.edu)

In addition to reviewing the information provided by the University, you should consult the offices listed below before opting for Credit/No Credit grading:

- **Financial Aid:** Students should seek guidance from Financial Aid if considering the CR/NC option to discuss implications on meeting financial aid requirements (for example, scholarships may require a minimum number of credits each semester taken for a letter grade.)

Contact Information: Phone 212-817-7460

Students with last names beginning A – F: Jane Tartaro jtartaro@gc.cuny.edu

Students with last names beginning G – P: Shelley Worrell sworrell@gc.cuny.edu

Students with last names beginning Q – Z: Anne Johnson ajohnson@gc.cuny.edu

- **Academic Advisement/Programs:**

Students should seek guidance from academic program advisors to consider implications of the CR/NC option for specific courses relevant to future career or professional license plans. Contact information for your academic program can be found in the [GC Directory](#).

- **For additional information:** Contact the Office of the Registrar at FlexibleGradingPolicy@gc.cuny.edu or visit the [Graduate Center College Flexible Grading Policy webpage](#).

- **Key Deadlines:** *Last day to withdraw from a class with a grade of W: May 14, 2020*
Last day to file for Credit/No Credit Option: 20 business days after the University's final grade submission deadline or the date of actual grade posting.

After availing yourself of the information above, if you wish to receive a grade of Credit/No Credit, you must **opt-in through self-service CUNYfirst within 20 business days** of receiving your grade(s). Instructions will be distributed soon.

The Office of the Registrar