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From: **Willard P. Gingerich** <gingerichw@mail.montclair.edu>

Date: Thu, Apr 23, 2020 at 4:42 PM

Subject: Re: Spring 2020 Final Grades Policies

To: David Trubatch <trubatchd@montclair.edu>

Cc: Karen L. Pennington <penningtonk@mail.montclair.edu>, Allyson Straker-Banks <strakerbanka@mail.montclair.edu>, Tamara Lucas <lucast@mail.montclair.edu>, Dan Gurskis <gurskisd@mail.montclair.edu>, Judith Lin Hunt <huntjl@mail.montclair.edu>, Joanne F. Cote-Bonanno <bonannoj@mail.montclair.edu>, Scott Herness <hernesss@montclair.edu>, Janice Smolowitz <smolowitzj@mail.montclair.edu>, Lora Billings <billingsl@mail.montclair.edu>, Greg Cant <canta@mail.montclair.edu>, Kenneth E. Sumner <sumnerk@mail.montclair.edu>, David Shaen Hood <hoodd@mail.montclair.edu>, Keith Strudler <strudlerk@mail.montclair.edu>, Lissette Gutierrez <gutierrezl@mail.montclair.edu>, Peter Kingstone <kingstonep@montclair.edu>, Wanda Diaz <diazw@montclair.edu>, Katia P Goldfarb <goldfarbk@mail.montclair.edu>, Thomas McCauley <mccauleyt@mail.montclair.edu>, Willard P. Gingerich <gingerichw@montclair.edu>, Anthony J Mazzocchi <mazzocchia@mail.montclair.edu>, Leslie Sutton-Smith <suttonsmithl@mail.montclair.edu>, James T. Anderson <andersonja@mail.montclair.edu>, Joseph Brennan <brennanjos@montclair.edu>, Laura M Griffin <griffinla@mail.montclair.edu>

David:

As we "speak" the following notice is going out to all students, and the following links are being added to Academic Policy pages. A team carefully reviewed the Senate recommendation regarding a PASS/NG option and extending deadlines to 5/12 or 14.

The NG is not viable since financial aid cannot be paid for any non-credit course and NG by definition is an audit grade and no course so graded can be considered a credit-bearing course. If students had that option for the current semester, we would have to claw back any financial aid issued for any such courses--completely counterproductive and impossible. The 5/14 deadline for Pass/Fail option would confound the Satisfactory Academic Progress calculation Financial Aid must make for the semester; they can handle 5/4.

So the team came up with the WD extension option which would give students the last minute reprieve your resolution intended, student's choice. And the IN completion extension to Oct. 15 (standard completion date is in June, 6 weeks out), offered to both undergraduates and graduates, gives the faculty one more option for grading a student who may be unprepared to deliver everything required at close of the term.

Thank you for your attention to student challenges in this unprecedented semester. We must deliver the quality education they expect and deserve while at the same time remaining attentive and responsive to their unanticipated dilemmas.

WD for Spring 2020 :

<https://www.montclair.edu/policies/all-policies/withdrawal-procedures-from-the-university/>

IN for Spring 2020:

<https://www.montclair.edu/policies/all-policies/in-incomplete-policy-for-grades-for-spring-2020/>

Deadline to Withdraw from a Spring 2020 Course Extended to Monday, May 4.

Course Withdrawal Deadline Extended

April 23, 2020

Dear Students,

We hope you are healthy and are staying on track with your online courses during this continued public health crisis. We understand that this semester has been unlike any other and that you may find that despite your best efforts, you need to withdraw (WD) from one or more of your classes. The following are options the University is allowing in the spring 2020 semester in addition to the PASS/FAIL option for undergraduates previously released.

We have extended the deadline to withdraw from classes to Monday, May 4, 2020, so that you have an option that will not hurt your GPA if you are unable to successfully finish a course. This should be used as a last resort and should generally not be used unless you are failing. For more details, [see the revised spring 2020 policy](#).

In addition, students who need extensions to complete coursework for any reason may petition their instructors for an Incomplete (IN) for those courses by Thursday, May 14, 2020. IN grades allow students to complete coursework beyond the semester deadline. In the case of spring 2020, the coursework will need to be completed by Thursday, October 15, 2020, and if not completed, the IN grade will change to the grade of F. For

more details, [see the revised IN policy](#) which applies to the spring 2020 semester only.

To withdraw from a class: To elect to withdraw from a class, click *Register for Classes* in [NEST](#), and choose which of your spring classes you would like to withdraw from. Select *Withdraw* and it will be automatically processed. See illustration below:

As you work to successfully complete this year, remember that you have until **Monday, May 4, 2020**, to decide whether you need to withdraw from a class and you have until May 14, 2020, to petition your instructor for an Incomplete (IN) in a class in order to finish the coursework before Thursday, October 15, 2020.

We are committed to your academic success and wish you the best as we work together to successfully close out this year.

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