

Tuesday, October 27, 2020

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Office of the Provost

Dear Students,

In spring 2020, due to the COVID-19 pandemic, the campus quickly moved to remote instruction for the final weeks of the semester with almost no notice to students or faculty. To accommodate the academic disruption the pandemic caused, JMU revised its existing credit/no-credit policy and allowed a class with a "CR" (credit) grade to fulfill general education, degree, major and minor requirements. The deadline to change the grading basis to credit/no-credit was also extended.

I received the request from SGA to replicate last spring's expansion of the credit/no-credit policy and consulted with academic affairs leadership and faculty. After much consideration of the long-term implications to your academic and professional careers, I have determined:

1. The credit/no-credit and withdrawal deadline will be extended by one week to **November 4, 2020**.
2. The credit/no-credit policy currently in effect will remain, as outlined below

The deadline extension is to give you the time to review the terms of the current policy. I appreciate the concerns that have been raised. However, I believe that a modification to the credit/no-credit policy would be counterproductive. The existing policy, which was developed to ensure that you are able to successfully advance toward graduation, allows you to make decisions that are appropriate for your situation while considering your own academic progress.

Concerns that lead to this decision include:

- Multiple semesters with few or no letter grades recorded can do considerable harm to students' transcripts.
- Many graduate and professional schools do not recognize credit/no-credit grades.
- Many faculty indicated some students lost their motivation to learn once they had the option to take just about any class credit/no-credit in spring 2020.

JMU is committed to providing you with the best possible learning experiences, which includes the application of well-developed academic policies designed for your benefit.

Credit/No-Credit Policy

Think carefully about your choice to use the credit/no credit policy and make sure you understand the ramifications of that choice. If you are considering moving a class to credit/no credit, talk with your adviser or instructor prior to making the change.

An abbreviated version of the policy is below, and you can read the entire policy [here](#).

- Students are eligible to take courses as credit/no credit if they have:
 - Completed at least 28 credit hours at JMU (Transfer students must have completed 28 credit hours with at least 14 at JMU)
 - Attained a 2.25 cumulative grade point average or higher
- Eligible Courses
 - Kinesiology activity courses (without regard to the minimum hours or GPA outlined above)
 - Courses NOT used to meet degree, general education, declared major or declared minor requirements
- Ineligible Courses
 - Any course listed by subject name in the major or minor program, even if the course does not specifically satisfy a requirement for the major or minor
 - Courses being repeated that were previously taken for a letter grade
 - A course previously taken for credit/no credit, where credit was earned.
- Important Policy Notes
 - Students can take up to 15 credit hours on a credit/no-credit basis.
 - The university limits the maximum number of credit/no-credit courses a student can take to four credit hours per semester or one course of more than four credit hours per semester.
 - Student teaching is not counted as a part of these credit/no-credit totals.
 - Instructors will submit letter grades to the university registrar who will then change all grades of "A" through "C" to "CR" (credit) for those students enrolled under the credit/no-credit option. Students will receive credit hours, but they will not receive quality points for the work completed. Therefore, the grade of "CR" will not affect a student's cumulative grade point averages.
 - A grade of "NC" (no-credit) will be recorded for all grades of "C-" and below, and the student will not receive credit hours or quality points for the grade of "NC." The fact that the student took the course will remain on that student's transcript, but the grade assigned in that class will not affect that student's cumulative grade point average.

A form to request credit/no-credit is available on the Office of the Registrar website (www.jmu.edu/registrar).

Understanding the Course Withdrawal Process

- A course withdrawal allows you to withdrawal from an individual course with a "W" grade. To withdraw from one or more individual courses, login to MyMadison to complete the process.
- Contact the Office of the Registrar if you have questions regarding the credit/no-credit grading basis or withdrawal process.
- To withdrawal from the university, also referred to as a complete withdrawal, you must contact the Dean of Students office. You must choose this option if you are withdrawing from all of your classes.

The deadline to change the grading option and withdraw from a full semester course has been extended to **Wednesday, November 4, 2020**.

Our faculty and staff are committed to ensuring your academic and personal success. If you have questions or are struggling with a class, reach out to your instructors. You can also talk to your academic advisers or academic unit chairs, who are more than willing to help convey any issues you are facing to our faculty or offer other resources. Together, I know we can make this semester a positive teaching and learning experience for all.

Sincerely,

Heather J. Coltman

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