



April 2, 2020

College of Engineering and Computer Sciences (CECS)

Spring 2020 Course Grading Policy and Procedure

Due to emerging hardships associated with the COVID-19 pandemic, undergraduate students at Marshall University will be permitted to opt in to receive Credit/No Credit (CR/NC) grades for Spring 2020 undergraduate course offerings, including courses offered in the College of Engineering and Computer Sciences (CECS), based on the final grade earned on May 4, 2020. Students must opt to receive CR/NC grading by 5 p.m. on April 24, 2020, and may do so on a course-by-course basis.

Undergraduate students who opt to receive CR/NC grading for one or more courses must receive a final grade of A, B, or C in order to earn CR; students who receive a final grade of D or F will earn NC. Under this policy, all CR grades will count as credit toward graduation, while all NC grades will not count as credit toward graduation. CR/NC grades will not affect the term or cumulative GPA either positively or negatively.

Undergraduate students should check with their academic advisors before making a decision. Please note:

- For undergraduate students who are repeating a course under Marshall University D/F repeat rule and who opt to receive CR/NC grading, the CR or NC will replace the D/F grade from the previous attempt. If the earlier grade to be replaced is a D, this would trigger a reduction in total credits earned when the NC is applied.
- A final letter grade of D counts as credit toward graduation. For students who opt in under this policy, however, a final grade of D will be converted to NC and will not count as credit toward graduation.
- Students may need letter grades in certain prerequisite courses in order to meet admission requirements for professional graduate programs.

In addition to the CR/NC option, undergraduate students facing exceptional circumstances may request permission to temporarily receive a grade of Incomplete in CECS courses. Such requests should be submitted to CECS Interim Director for Student Services

Marshall University
College of Engineering and Computer Sciences
Office of the Dean

Arthur Weisberg Family Applied Engineering Complex
1676 Third Avenue, Suite 2103
Huntington, WV 25755-2586
Tel: 304-696-5453
Fax: 304-696-5454
marshall.edu/cecs

Page 1

BEPROUD.
BE A SON OR DAUGHTER OF MARSHALL.

(wahjudi@marshall.edu) by 5 p.m. on April 24, 2020, and if approved then students will have up to 3 months to complete the remaining course requirements. When the student has finalized course requirements, their course grade will then be assigned by the instructor according to the usual letter grading basis (i.e., A, B, C, D, F), following the grading system described in the course syllabus.

Because of the nature of graduate studies, the CR/NC grading option is not available for graduate students. Graduate students should work directly with their instructors and department chairs to find appropriate accommodations in the face of pandemic-related hardships. Graduate students facing exceptional circumstances may request permission to temporarily receive a grade of Incomplete in CECS courses. Such requests should be submitted to CECS Interim Director for Student Services (wahjudi@marshall.edu) by 5 p.m. on April 24, 2020, and if approved then students will have up to 3 months to complete the remaining course requirements.

Other Notes:

- a) The University-established deadline to withdraw from an individual course is Friday, April 24th
- b) A student who becomes seriously ill may fall under the University's existing "Medical/Emergency Withdrawal Policy", as described on page 99 of the 2019-2020 Marshall University Undergraduate Catalog.
- c) Students called to active duty military service may consider a request under the University's existing "Military Service" policy, as described on page 93 of the 2019-2020 Marshall University Undergraduate Catalog.

Sincerely,



Wael Zatar
Dean

APPROVED:

Jaime R. Taylor
Sr. Vice President for Academic Affairs
and Provost