

Reynolds Community College and the VCCS Emergency Grading Policy for Spring 2020 Classes March 31, 2020

During these unprecedented times, we want to assure you of the College’s commitment to you and your academic success. As discussed during a message from [President Pando](#) and our most recent [Student Town Hall](#), COVID-19 has provided challenges we all must adapt to for the immediate future. We recognize the tremendous sacrifices you have made to continue your studies and commend you for your perseverance and diligence. The entire Reynolds community wants to encourage you to continue with your academic plans.

Why is there a Emergency Grading Policy?

The [COVID-19 emergency](#), and the resulting closure of college campuses and transition to remote instruction, has created access and learning challenges for many Virginia Community College System (VCCS) students. To ensure that students’ academic progress is not adversely impacted this semester, the VCCS is instituting a default Pass/Withdraw/Incomplete grading scale for classes that were not scheduled to end before April 6.

What is the Emergency Grading Policy?

The Emergency Grading Policy is primarily a Pass system. As noted in the chart below, students will receive one of four grades: P+/ P-/ W/ WC or I. In response to the COVID-19 disruption and the resulting transitions you have made, Reynolds will be using a new grading scale for spring 2020 classes ending after April 6, 2020. The grading scale is as follows:

P+	Pass with a grade of “C” or higher	Applies to College transfer and technical education courses. A grade of P+ will not impact a student’s GPA.
P-	Pass with a grade of “D”	Applies to College transfer and technical education courses. A grade of P- will not impact a student’s GPA.
W	Withdraw	A student may withdraw up until the last day of instruction without penalty (see Academic Calendar for dates) The last date of instruction occurs before any <i>final</i> exam, project, or other assessment is administered.
WC	Withdraw/COVID-19	A faculty member may award a WC for a student who did not initiate the withdrawal.
I	Incomplete	The faculty member and student may agree to a plan to complete remaining course requirements in the following semester.

Important details about this new and temporary grading scale include:

- **P+, P-, W or WC** grades do not impact your GPA.
- There is no “F” grade. Students do not fail, except under extenuating circumstances.
- All public, four-year Virginia colleges will accept the P+ for transfer with the exception of UVA, which is pending a decision on this matter.
- Virginia’s private colleges are pending decisions on accepting P+ for transfer. Monitor this [page](#) for updates.
- Developmental education classes will retain their current S/R/U grading scale.

Frequently Asked Questions

1. What does it mean that the Emergency Grading System is the Default System?

The Emergency Grading System will automatically be used by instructors to report spring 2020 grades in courses covered by this policy. Students do not have to request a grade of P+/P-/or WC. However, if a student wishes to use the A-F system, the student must notify each instructor separately. If the student notifies the instructor to request to be graded in the A-F system, the student cannot later choose the P/W/I system.

2. How do I notify my instructor that I want the letter grade of A-F instead of a default grade?

You may opt to earn a letter grade (A-F scale) instead of using the new and temporary grading scale. However, you must indicate your decision to be evaluated by letter grade (A-F scale) no later than April 20, 2020 at 11:59 p.m. if you prefer to use the A-F scale. You will do this by completing and submitting an electronic survey “[Request for Letter Grade](#),” which is in Canvas. Otherwise, we will use the default temporary grade scale (P+, P-, I, W, WC). Before making a decision, we strongly encourage you to discuss options with your faculty member **and** Financial Aid (by email at finaid@reynolds.edu or by phone at 855-874-6682) or Veterans Affairs (veterans@reynolds.edu) if applicable to determine what might be in your best interest. For example, if you are a student receiving military educational benefits, it may be in your best interest to utilize the A-F grading scale for benefits purposes as the grade of W can negatively impact your benefits.

3. How will the instructor determine if I should get a P+ or a P-?

The instructor will use the grading policy published in the course syllabus. For course grades of C or higher a P+ grade will be reported. For course grades of D, a P- grade will be reported. For course grades of F, the student may withdraw from the course with a grade of W. If a student with an F grade does not withdraw from the course, the instructor will withdraw the student. The instructor may update the grading policy in the syllabus as long as the new policy is not stricter than the former policy. Instructors should include the P/W/I system in their syllabi and notify students of the syllabus updates.

4. When is the Grade of W or WC used?

A **W** grade is for students who choose to withdraw from the course. The **WC** grade will be assigned to students who would otherwise earn an F grade in the course and has not initiated a withdrawal themselves. A grade of W or WC will be reported on the student’s transcript. Neither the W or WC grade affects the Grade Point Average (GPA).

5. When is the I Grade used?

The I grade signifies that the student has not completed the course. The I grade will be used only in the following cases:

- (a) More than 60% of the course has been delivered, but the College is unable to deliver instruction in hands-on courses, such as welding and CNA, before the semester ends.
- (b) The student has completed more than 60% of the course with a grade of C or higher and the student and instructor agree that it will be possible for the student to complete the remainder of the course in the summer term. The student must request the I grade. Students who have not completed more than 60% of the course with a grade of C or higher will be withdrawn from the course.

For condition (b) above, (1) the student must request the I grade and (2) the final decision about whether to award the I grade rests with instructor, pending dean approval.

6. How will P/W/I Grades affect my GPA?

The grades will not be factored into the student's GPA. However, I grades will be changed to the appropriate earned letter grade at the negotiated time. Students should clarify the date with the instructor at the end of the semester.

7. What if I am receiving benefits through the Veterans Administration?

Contact the Reynolds Veteran's Affairs Office at veterans@reynolds.edu to discuss the impact on your benefits. Refer to question 2 above.

8. How will P/W/I Grades affect Satisfactory Academic Progress (SAP), Academic Warning, Probation, and Suspension?

P grades are considered successful in our SAP policy so they will not negatively impact a student's status. We are awaiting further guidance regarding the treatment of unsuccessful grades such as W, WC and I from the U.S. Department of Education. However, it is anticipated that institutions will be permitted to exclude from SAP calculations any attempted credits that were not completed due to a qualifying emergency, without requiring an appeal from the student. When additional guidance is available, we will provide an updated response.

9. Will P+ and P- Grades count towards degree completion and graduation requirements?

P+ grades will be counted towards course completion and graduation requirements for required courses. P- grades will be counted towards course completion and graduation for required courses, except for courses where a grade of C or higher is required.

10. Will P+ and P- Grades count for courses that are prerequisites for other courses?

P+ grades can be used to satisfy prerequisite requirements. P- grades can be used to satisfy prerequisite requirements, except if a grade of C or higher in the prerequisite course is required. Students in programs such as Nursing and Engineering are strongly encouraged to discuss with your faculty advisor.

11. How will P/W/I Grades transfer?

The State Council of Higher Education in Virginia (SCHEV) has received assurances from all public colleges and universities in Virginia (with the exception of the University of Virginia as of March 30th) that courses graded P+ will be awarded transfer credit. It is the hope of the VCCS that private and for-profit colleges and universities in Virginia and public, private, and for-profit colleges and universities in other states will accept P+ grades for transfer, but the decision will rest with those institutions. Students planning to transfer to those schools should check with them about how the P+ grade will transfer. W and WC grades will appear on the student's transcript but will not count for course completion for transfer. I grades must be completed by the end of the summer term or they will become W grades, unless the student chooses the A-F grading scale, in which case the I grade will become a grade of F.

12. How will other colleges and universities know what the P+ and P- Grades mean?

A note will be placed on the student's transcript indicating the definitions of the P+ and P- grades.

If you have any additional questions or concerns, please email Advising@Reynolds.edu. We are here to help.