

**Subject:** New Spring Semester grading option and Summer enrollment news  
**Date:** Friday, April 3, 2020 at 4:50:14 PM Eastern Daylight Time  
**From:** Student Communications  
**To:** Student Communications  
**CC:** studentnewsgroup@csc.edu

Dear Columbus State Students,

I hope you are all well and are adjusting to our exclusively online learning environment. We realize this has been a difficult transition, and that adjusting to a completely remote learning environment when you may have previously completed all your coursework in-person can be challenging.

### **Pass/Non-Pass option for Spring Semester 2020**

In response to this dramatic change in learning, Columbus State is providing a new grading option in addition to the traditional A-E letter grade. There is now a process to allow you to request a change to a pass (PA)/non-pass (NP) option for your grade for Spring Semester 2020 courses. If you elect a pass (PA)/non-pass (NP) option, you will pass the course provided you earn at least a “C” or better and meet all competencies as assessed by the faculty member teaching your class. Again, you will make the decision of which grade you prefer.

There are some important facts to understand before you request this option. **You should consult an academic advisor before making this request.**

- Is there a reason an earned grade might benefit me? For example, an earned “D” for a required class may satisfy a requirement. The “NP” option for a required class would require retaking the class.
- Will I need a grade in this class for admission to a competitive program, transfer to another institution or some other reason?
- If you are an athlete, do guidelines for Ohio High School Athletic Association, National Junior College Athletic Association or some other entity require that I have an earned grade, A-E?
- This option only exists for Spring Semester 2020 courses for which you have not already been graded. Courses that have already been graded for Spring Semester 2020 are not eligible for pass/non-pass grading.

Your academic advisor can explain what requesting a PA/NP option means for you and your academic progress. A form will be made available to you in your courses through Blackboard next week. This form will allow you to select the PA/NP option for each course you are enrolled. You will have until May 1 to select the pass/non-pass option.

The date for withdrawal requests has been extended to April 19; students who are granted an “incomplete” for this semester have until the end of Summer Semester to complete work. Columbus

State is introducing this option to alleviate your concerns about grades during the coronavirus pandemic.

**Summer Semester to be offered exclusively online**

With Summer Semester registration open, we want to share that we have come to the decision that with limited exceptions, summer classes will be offered solely online. Exceptions may include labs or other classes that require in-person instruction that can be delivered with appropriate social distancing. More communication will be shared through Blackboard next week.

We know this has been a trying time for you and are making every effort to alleviate stress so you may complete your classes. I hope you continue to remain focused and wish you the very best for the rest of your semester!

Sincerely,

Dr. Kelly Simons

Senior Vice President & Chief Academic Officer

Columbus State Community College