

Spring 2020 Grade Conversion Option FREQUENTLY ASKED QUESTIONS (FAQ) for STUDENTS Asnuntuck Community College

(Also called "Pass/Fail," "Credit/No Credit," or "CRT/ CR/ NCE/ W Option")

What is the [CRT / CR / NCE / W grading option](#)?

Building closures per COVID-19 precautions required mid-semester changes to online instruction for many classes. Due to these changes, students have the option of converting any "normal" letter grade earned in Spring 2020 courses into CRT, CR, NCE, or W grades.

- CRT/ CR/ NCE/ W grades are not used in GPA calculations.
- The deadline to elect this option is June 30, 2020.
- May graduates have an earlier May 21, 2020 deadline.

Original Final Grade	Grade after Conversion	Credit Received for ACC Graduation Requirements	Likelihood of Transfer and Prerequisite Fulfillment
A, A-, B+, B, B-, C+, C	CRT	Yes	Yes, within CSCU system. Variable outside CSCU. Variable for selective admission standards. Variable depending on specific major/ licensing requirements
C-, D+, D, D-	CR	Yes	Will not fulfill minimum grade needed for certain prerequisite requirements. Very low chance of acceptance for major requirement transfer.
P	P (no conversion)	Yes	Variable. This grade used for very few classes at ACC.
F (with class participation through end of Spring 2020 semester)	NCE	No	None
F (without class participation through end of Spring 2020 semester)	W	No	None

How do I choose the CRT / CR / NCE / W grading option? Will all my grades be converted to CRT / CR / NCE / W?

1. Ensure that you understand the policy and the ramifications of your decision to elect CRT/ CR/ NCE/ W grading. [Review the policy website](#) and all FAQs.
2. Seek guidance from your instructor. Follow up with your advisor if your specific situation warrants.
3. Log into [myCommNet](#).
4. A CRT/ CR/ NCE/ W link is provided on the portal page after you log in. Use this to navigate to the request form in Banner Self- Service.
5. Review all information on the form.
6. Make a separate choice for each Spring 2020 class and answer all required questions.
7. Click Submit.
8. Review and retain the summary page that confirms your choices.

Do I have to request CRT/ CR / NCE / W grading?

Yes, if you want your grades to be converted. Conversion to CRT/ CR/ NCE/ W grading is a choice.

- You have the option to convert any or all the letter grades you earn for Spring 2020 courses to CRT / CR / NCE / W grading.
- To invoke the option, complete the online request on [MyCommNet/ Banner Self-Service](#).
- To keep your regular Spring 2020 letter grades, you do not need to complete any form.

If I choose the CRT / CR / NCE / W grading, does it mean I can stop working on my current course(s)?

No. The requirements of any course(s) you are taking will not change.

- Any assignments or activities you choose not to submit will be given a score of zero and will likely bring down your overall grade.
- Lack of participation may result in a lower earned letter grade, resulting in a different CRT / CR / NCE / W grade than you anticipated.

When should I decide about whether to request CRT / CR / NCE / W grading?

Students should take time to seek advice, learn their options, and consider ramifications before making decisions.

- Most students should wait until **May 21, 2020** (the date final grades are posted) before deciding on this option. Knowing your final earned grade allows you to make an informed decision about whether grade conversion is in your best interest.

Requests must be completed online on [MyCommNet/ Banner Self-Service](#) by the following deadlines:

May 2020 Graduates	May 21, 2020
All Other Students	June 30, 2020

Can grades be changed to or from the CRT / CR / NCE / W option after students are awarded a degree or certificate?

No. Once the degree or certificate has been awarded, grades cannot be changed for courses within the credential.

What is the impact of CRT / CR / NCE / W grades on my grade point average (GPA)?

None of these grades are calculated in the GPA.

- Note that NCE and W grades may still have a negative impact on the student's Satisfactory Academic Progress standing for financial aid eligibility, just as failing grades do. Students should consult with the Financial Aid Office for more information.

What is the impact of CRT / CR / NCE / W grading on Dean's List?

The Spring 2020 Dean's List honors will initially be calculated after final letter grades are processed and prior to any grade conversions. Students who are identified for Spring 2020 honors will remain on the Dean's List after this calculation.

After any grade conversions to CRT/ CR/ NCE/ W, eligibility for academic recognition will be reassessed, and students may be added to the Spring 2020 Dean's List retroactively.

What is the impact of CRT / CR / NCE / W grading on the release of academic transcripts?

Students who request that academic transcripts as soon as Spring 2020 grades are posted will have those transcripts released as soon as final letter grades are processed, to avoid any delays in transfer applications, employment applications, and/or certifications. Therefore, depending on the timing of student requests, academic transcripts may be released prior to grade conversions to CRT / CR / NCE / W.

Once CRT / CR / NCE / W conversions have been made, students may make additional transcript requests. Refer to the [Registrar's Office website](#) for details (note that online requests are fastest).

Will courses with a CRT or CR grade meet prerequisite requirements?

It depends. Students should consult with their instructors and/or advisors before submitting requests to convert grades to the CRT / CR / NCE / W option.

- A CRT grade will satisfy the majority of prerequisite requirements at ACC and within the CSU system. Sometimes, a grade above C may gain the student advantages that a CRT may not.
- Courses for which students earn a CR grade may not meet major course or prerequisite requirements. If a C- is required to meet the prerequisite requirement, students who receive a C- should consider keeping that grade, since the CR will not indicate that the minimum grade requirement has been met.

Will courses with a CRT grade transfer to another institution?

It depends. Students should consult with their new/ future schools before submitting requests to convert grades to the CRT / CR / NCE / W option.

- Within the CSCU System (all CT state community colleges, CCSU, ECSU, SCSU, WCSC):
 - CRT courses will transfer with or without a completed Associate degree.
 - CR courses will transfer as part of a completed Associate degree, including a Transfer Ticket degree, however, these grades may not always satisfy prerequisites for later classes.
- CRT and CR grades may not transfer to another institution *outside the CSCU System*.
 - Schools that require a C- or above (or C or above) for transfer should accept CRT grades.
 - UConn will accept CRT grades awarded in Spring 2020.
 - Even institutions outside the CSCU system that accept courses with CRT and/or CR grades may not accept them for major or general education credit.

ACC students may contact Academic and Transfer Advisor Amanda Looney-Goetz at alooney-goetz@asnuntuck.edu for additional information.

What is the difference between withdrawing from a course now and the “W” I may get by choosing the CRT/ CR/ NCE/ W grading? How can I withdraw from a class now?

This comparison chart compares the two ways to obtain “W” (withdrawal) grades for Spring 2020:

“W” with Official Withdrawal	“W” with unofficial withdrawal – Spring 2020 CRT/ CR/ NCE/ W Option
Established policy and practice for all terms.	One-time special option only for Spring 2020.
Students complete Course Withdrawal Form and submits to Registrar’s Office at AS-Registrar@Asnuntuck.edu	Students complete online request in myCommNet/ Banner Self-Service
Deadline May 8, 2020	Deadline June 30, 2020 (May 21, 2020 for Spring graduates)
Instructor consultation and permission required	Instructor advisement VERY HIGHLY recommended but not required
Students cannot access class once Withdrawal form is processed by the Registrar’s Office.	Students may continue to attend and have access to class, but then not truly engage through end of term. (NOTE: Merely logging into Blackboard doesn’t count as participation.)
Students never fail the class.	Students fail the class. Instructors submit final grade of “UF” given lack of engagement in Spring 2020 along with a “Last Date of Participation.” This “UF” is converted to an “F” on the student transcript. If CRT/ CR/ NCE/ W grading is selected for this class, the “F” will convert to a “W.”
Withdrawal date for the class is the date completed Course Withdrawal request is received by Registrar.	Withdrawal date for class is the Last Date of Participation submitted by instructors.

Under what circumstances would a student NOT want to select the CRT/ CR/ NCE/ W option?

Students should consult with their instructors (and/or advisors) before submitting requests to convert to CRT / CR / NCE / W grading to discuss the following circumstances:

- **Graduating students** have special considerations:
 - Students must have a major and cumulative GPAs of 2.0 in order to graduate from any degree or certificate program. **When graduating students already do not have 2.0 GPAs** prior to the posting of Spring 2020 grades, they should wait until the day final grades are posted before determining whether the CRT/ CR/ NCE/ W option is a good idea.
 - **IMPORTANT: Grades may NOT be changed once credentials are conferred** in the Banner Student information system. Final degree evaluations and conferrals begin on May 21, 2020.
- **Some majors and career paths have licensing, certification, and or accreditation requirements that require specific letter grades.** For these programs, a CRT / CR will not satisfy requirements. Students should consult with an advisor or program coordinator to determine if specific letter grades are required.
- **Many selective admissions programs require specific letter grades** of C or better in prerequisite courses in order to be eligible for admission. A CR grade, and in some cases a CRT grade, may not meet the requirements. Any student who is applying or plans to apply to a selective admissions program, such as nursing, should be advised by that school's admissions staff before selecting CRT / CR / NCE / W options.
- **Students who are receiving Veterans Benefits** are strongly urged to check with Beth Egan, ACC's Veterans Benefits Certifying Official, at began@asnuntuck.edu to determine the potential effect of switching grades to the CRT / CR / NCE / W option.
- **A minimum grade is required for some courses that are prerequisites for later coursework.** Consultation with instructors and/or advisors is important to determine if the CRT would satisfy these requirements.
 - See [Will courses with a CRT or CR grade meet prerequisite requirements?](#) for additional information.
- **Students planning to transfer** should be advised by their future school's admissions staff before selecting CRT / CR / NCE / W options.
 - See [Will courses with a CRT grade transfer to another institution?](#) for additional information.

How long will it take for my Spring 2020 grades to convert and GPA to be recalculated?

The conversion of a letter grade to CRT/ CR/ NCE/ W grading is not immediate. The timing depends on when the online CRT/ CR/ NCE/ W request is submitted.

- Final grades (e.g., A to D-, F) must be submitted by instructors and processed by the Registrar's Office before any grades may be converted.

Students may expect the following processing schedule between the time their online request is submitted and the conversion of their grades to CRT/ CR/ NCE/ W:

Online Request Submitted:	Processing Time:
By May 21, 2020	7 Business Days from May 21, 2020 <ul style="list-style-type: none">• Requests from May graduates will have priority processing
After May 21, 2020	10 Business Days from request completion

- Academic Standing will also be recalculated at least monthly.
- A separate Satisfactory Academic Progress (SAP) for financial aid eligibility will be reviewed periodically.

Can students request to change their grades from the CRT / CR / NCE / W option back to letter grades?

Yes. Until June 1, 2021, or until a student graduates (whichever comes first), students may make a one-time request to change their Spring 2020 converted grade back to an A-F grade.

- Students who have been awarded degrees or certificates in the Banner Student Information System may NOT change final grades.
- Requests to revert back from CRT/ CR/ NCE/W to normal letter grading may be directed to the ACC Registrar's Office at AS-Registrar@Asnuntuck.edu.

If a student opts to change a CRT / CR / NCE / W grade back to a letter grade, can the student in the future change back to the CRT / CR / NCE / W grade?

No, this decision is not reversible.

If I have more questions about CRT / CR / NCE / W option grading, where may I go for help?

- Students are very strongly encouraged to contact their instructors first to discuss this option.
- Academic advisors may offer guidance about the implications of switching to the CRT / CR / NCE / W grading.
- Students who plan to transfer to a new program or to a school outside the CSCU system should contact that program coordinator or that institution's admissions office for guidance.
- Students may review the [CSCU Spring 2020 Grade Conversion website](#) for additional information.