

## Frequently Asked Questions on the Spring 2021 Special Grading Policy

### 1. *What is the special grading policy that will be available to students?*

**Answer:** The Spring 2021 special grading policy applies to all students, both undergraduate and graduate, full-time and part-time students.

Students will have the option of converting the final grade associated with **ONE COURSE** to a Spring 2021 special grade. (Please note: this includes any special grades received for Rutgers courses – see question 14)

For both undergraduate and graduate students, a grade of “F” will have the ability to be changed to NAD (not for academic credit). Students with an NAD designation in a course will have the ability to repeat the course as many times as the policy allows as if the Spring 2021 registration in the course never occurred.

A grade of “D” in an undergraduate course or “C” in a graduate course will have the ability to be changed to “AC” (academic credit). Courses shown on the transcript as “AC” will count towards graduation/degree completion provided the student does not need a higher grade as a prerequisite for subsequent courses and/or, if the course is a graduate-level one, it is not a core course in the graduate program.

A grade of “C” or higher in an undergraduate course or “B” or higher in a graduate course could be changed to “P” (pass).

Grades of Incomplete when substituted with an actual grade will not be changed to any of the NAD, AC, or P designation. The actual letter grade will remain unchanged.

Please see question 2 on special grades for undergraduates taking graduate classes.

### 2. *How does the special grading policy apply to undergraduate students taking graduate courses?*

**Answer:** The special grading policy will apply to graduate courses that an undergraduate student may take.

However, the choice associated with “C” grades for these courses will be different.

A grade of “C” can be converted to a special grade of “AC” for graduate courses.

Students will have the ability to change a grade of A or B to P (pass).

Please Note: while a student may choose to apply a special grade for a course taken as part of a BS/MS program, the student **MUST** receive a grade of “B” or better for the course to count toward the BS/MS program. So, while a student may choose to apply a special grade of “AC” for a graduate course taken as part of a BS/MS program, an “AC” grade will not count as part of the BS/MS degree.

**3. *Is there a limit on the number of courses to which a special grade can be applied?***

**Answer:** Yes. Both Undergraduate and Graduate Students will have the option of converting the final grade associated with **ONE COURSE** to a Spring 2021 special grade.

The option to change a grade **INCLUDES** any special grading the student receives for courses taken at Rutgers-Newark.

**4. *Will AC grades count towards degree completion?***

**Answer:** Courses shown on the transcript as “AC” will count towards graduation/degree completion provided the student does not need a higher grade as a prerequisite for subsequent courses and/or the graduate course is not a core course in the graduate program.

**5. *When must a student decide on the courses to apply a special grade?***

**Answer:** Students will be able to make this decision AFTER grades are released. Therefore, you will be able to first see your original grade before making your decision.

**6. *What is the process to choose special grading option for the Spring 2021 semester?***

**Answer:** After grades are due, students will be invited to visit the “**Spring 2021 Special Final Grading Policy Grade-Change Request Form**” which will allow you to choose to convert ONE courses to the Spring 2021 special grade.

A special link accessing the form will be posted on the Student Services Highlander Portal.

An email will be sent out from the Registrar’s Office explaining the process, and inviting students to visit the grade selection form.

**7. *May I opt to keep my original grade for all course?***

**Answer:** Yes. Students have the option of keeping their original grades and foregoing the option of applying a special grade.

For students to be awarded the Presidential Medal, they must have all their actual grades listed on their transcript; as per current policy, an “A” must be earned in all courses.

**8. *When will the Special Grade Change form be made available to students?***

The form will be available from May 17 at 8:30 AM until 10:00 PM on May 20.  
The form will no longer be available after May 20 at 10:01 PM.

Student will only have one chance to change a grade. Once a grade change is submitted, it cannot be changed again.

Changes will not be allowed beyond the deadline specified.

**9. *If an Undergraduate student decided to change 1 course to a “P” grade, and receives “A” grades for remaining courses, would their GPA essentially be a 4.0?***

**Answer:** Yes, their GPA will be 4.0.

**10. *If an undergraduate student chooses to apply the special “P” grade, will Pass courses ever factor into the GPA?***

**Answer:** Pass courses will never be factored into the GPA calculation unless the student retakes the course to get a different grade.

**11. *If I am retaking a class this semester to replace a previous grade, would the pass/fail option replace the previous semester grade?***

**Answer:** The actual grade must be used for students retaking a course to get a different grade.

**12. *How will the special grading policy impact academic standing? How will utilizing special grading options affect academic standing for students who are under pre-suspension?***

**Answer:** The special grade will be used to determine academic standing for the Spring 2021 semester.

**13. *How will incomplete grades received in the Spring 2021 semester be handled related to the special grading policy?***

**Answer:** Grades of Incomplete when substituted with an actual grade will not be changed to any of the NAD, AC, or P designation. The actual letter grade will remain unchanged.

***14. How will the grades for courses taken at Rutgers University-Newark be handled?***

**Answer:** Students matriculated at NJIT who enrolled in classes at Rutgers will also have the opportunity to select a maximum of ONE course (including Rutgers-Newark courses in which to receive a non-letter designation.

The grades from courses completed at Rutgers-Newark will be transmitted to NJIT, and these grades will be posted on the “[Spring 2021 Special Final Grading Policy Grade-Change Request Form](#)”. A special link accessing the form will be posted on the Student Services Highlander Portal.