Frequently Asked Questions on the Spring 2020 Special Grading Policy

Note: To view the complete grading policy outlined by University Provost Dr. Fadi Deek, please visit the Provost website at: https://www5.njit.edu/provost/news/

1. Are students required to make the decision on receiving a Pass or Fail grade before grades are released?

   Answer: This process will occur after grades are released. So, for those grades over which you have a choice, you will be able to first see your original grade before making your decision.

2. What is the process to choose special grading option for the spring 2020 semester?

   Answer: After grades are due, students will be invited to visit the “Spring 2020 Special Final Grading Policy Grade-Change Request Form” which will allow you to choose whether you want the actual grade or the special grade for your courses. 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.

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

   The form will be available from Tuesday, May 26 through midnight of Sunday May 31. Students must submit desired grade changes outlined in the policy no later than 12:00 AM, Sunday, May 31, 2020.

   A student will only have one chance to change a grade. Once a grade change is submitted, it cannot be changed again.
4. What are the grades that will automatically be converted?

Answer: Grades of F (for both undergraduate and graduate students) will automatically be converted to a grade of NAD (non-academic credit).

Grades of D for undergraduate courses and C for graduate courses (including graduate courses taken by undergraduate students) will automatically be converted to AC (academic credit) after May 31, 2020.

Students will have the option of changing the converted grade back to the original grade beginning June 1, 2020.

5. What are the special grading options available to students?

Answer: The special grading options vary based on whether a student is an undergraduate or a graduate student.

For Undergraduates Courses:
Students will have the ability to change a grade of C or higher into a P (pass).

For Graduate Courses and courses taken by
Students will have the ability to change a grade of A or B to P (pass)

6. How does the special grading policy apply to undergraduate students taking graduate courses?

Answer: Graduate courses taken by undergraduate students as part of a BS/MS program or as an elective (by approval) will follow the policies associated with graduate courses.

A grade of C will be automatically converted to “Academic Credit” shown as AC.
Students will have the ability to change a grade of A or B to P (pass)

7. If a student decided to change all courses but 1, to a “Pass” Grade, and then kept one course they got an "A" in, would their GPA essentially be a 4.0?

Answer: Yes, their GPA will be 4.0.
8. Will Pass courses ever factor into the GPA? Based on: Grades of C or higher will have the ability to be changed. The student will have the option of converting the actual grade to “Pass” shown as P.

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

9. 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.

10. 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 Academic Standing of students will be initially determined through the actual grades a student receives. Students who through their actual grades improve their Academic Standing relative to the earlier semester will see the improved standing on their transcript. Students who fail to improve their Academic Standing via their actual grade, will have the same Academic Standing as at the end of Fall 2019. Therefore, a student’s academic standing may either improve or remain the same when evaluated at the end of the spring semester.

    For example, a student who receives an academic warning can be placed on good standing, but is not at risk of being placed on probation. The policies will be modified so that this will not count against the student in the future. For undergraduate students not in Good Standing after Spring 2020, resources will be available to help them as per the usual protocol.

11. How will the Special Grading Policy impact incomplete grades received in prior semesters?

    Answer: Students who received an Incomplete in Fall 2019 and/or Winter 2019/2020 will have extra time to remove it. The deadline will be extended to August 15, 2020.
Incompletes remaining as such after August 15 will be automatically converted to F without the possibility of appeal.

Students who have an Incomplete in a course they plan to take in the summer, will need to remove it by the end of this semester (as usual) or they will have to make alternate plans for the summer courses they were planning to take.

12. How will incomplete grades received in the spring 2020 semester be handled if there is an option to change a grade?

   Answer: This will be a manual process. The student will have one week after the grade is changed to petition the Registrar’s Office to apply the special spring 2020 grade.

13. 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 option to change their grades based on the Special Spring 2020 Grading Policy. The grades from courses completed at Rutgers-Newark will transmitted to NJIT, and these grades will be posted on the “Spring 2020 Special Final Grading Policy Grade-Change Request Form”. A special link accessing the form will be posted on the Student Services Highlander Portal.