



March 29, 2020

Hudson County Community College Pass/Fail Option for Spring 2020

Hudson County Community College is deeply committed to supporting its students and ensuring that students' academic progress is not adversely affected by the unprecedented COVID-19 pandemic. In that spirit, and to alleviate students' concerns, we are announcing that for the spring 2020 term, students will be able to opt for a change from a traditional letter grade to a Pass/Fail grade.

Students will be allowed to make the choice of a Pass/Fail grade through Thursday, May 28, 2020, one week after the deadline for faculty to submit final grades (allowing one day in consideration of the Memorial Day holiday). The Pass/Fail option will apply to all spring 2020 terms (Traditional, Late Start, Online A and B, ESL, Developmental Education, and Culinary Arts cycles).

Students will be allowed to choose whether they designate one or more courses to be graded as Pass/Fail. Students are advised to consult with their faculty members and/or their advisors in order to understand the alternate grading procedure in light of ramifications for their particular career path or academic major.

Students in some programs will not be able to use the Pass/Fail option. Students in the following programs should consult with their advisor to determine if they can opt for Pass/Fail in any course: Education, Nursing and Pre-Nursing, Practical Nursing, Radiography, Paramedic Science, Emergency Medical Technician, and Occupational Therapy Assistant. For these programs, a list of advisors and their contact information is provided at the end of this document.

For students who have chosen the Pass/Fail option, the Registrar, once notified by a faculty member, will convert grades of C or higher to "Pass" and grades of "D" and "F" to "Fail". Grades of "Pass" or "Fail" will have no impact on a student's grade point average (GPA). A grade of "Fail" will not earn any associated credit for a student, the grade will not affect the GPA, and the course will need to be repeated.

Students will be asked to notify their instructor in writing (via email) that they wish to complete the course on a Pass/Fail basis by 11:59 p.m. on May 28, 2020. Requests received after that date will move through HCCC's grade appeal process. The request should come with the "Special Request for Grade Change" form attached so that the faculty member can approve it and forward it to the Registrar. The form can be found on the website at <http://www.hccc.edu/forms/>

Frequently Asked Questions

Will a grade of "Pass" or "Fail" improve (or harm) students' GPA?

No, courses with a grade of "Pass" or "Fail" will carry no weight toward the GPA and, therefore, will not harm or improve academic standing. A grade of "Pass" or "Fail" will not be calculated into the GPA but, importantly, a "Fail" will not earn credit for the student. Additionally, if a student opts into a Pass/Fail grade for a course that is a pre-requisite and earns a "Fail", the course will need to be repeated. When considering the Pass/Fail option, students should consult with their advisor.

May students select the Pass/Fail option for any class?

Yes, they can select the Pass/Fail option for any class except for those in the following programs: Nursing and Pre-Nursing, Practical Nursing, Radiography, Paramedic Science, Emergency Medical Technician, Occupational Therapy Assistant, and Education. For students in those programs, advisors should be consulted about the Pass/Fail grade.

May students choose Pass/Fail for classes in their major?

Yes, they may take major classes using the Pass/Fail option. Courses with a grade of "Pass" or "Fail" are not calculated into the grade point average (GPA).

Can students who are on academic probation make use of the Pass/Fail option?

Yes, but students who need to improve their academic standing will not see an impact on the GPA if they have chosen Pass/Fail. The Pass/Fail option is not recommended for students who are on academic probation or who otherwise are trying to raise their GPA, either overall or within their major.

Will the Pass/Fail option affect a student's financial aid?

As long as the student continues to make satisfactory academic progress (SAP), electing the Pass/Fail option will not impact the student's financial aid. It is recommended that the student contact the Financial Aid Office before electing the Pass/Fail option. Evaluations of academic progress will take into account the extraordinary circumstances surrounding the spring 2020 semester.

May a student on a scholarship that requires maintaining a specific GPA select the Pass/Fail option?

Yes, those students may select the Pass/Fail option.

Can students in the Honors Program use the Pass/Fail option?

Yes, students in the Honors Program who are currently enrolled in at least one Honors course will be permitted to take the class(es) Pass/Fail for the spring 2020 semester and retain their status in the Honors Program.

Will a Pass grade transfer to another school?

Although we are unable to guarantee that another school will accept courses taken under the Pass/Fail option, we are hopeful that all U.S. Colleges and Universities will be sensitive to the unprecedented challenges that students are facing at this time.

Will a student who receives a grade of Incomplete (I) or Repeat (R) be able to request a grade of Pass/Fail?

Yes. The same deadline of 11:59 p.m. on May 28, 2020 will apply.

Advisor contact information: For the Education Department please contact any of the following: Alison Wakefield awakefield@hccc.edu, Robin Singer rsinger@hccc.edu, or Angela Pack apack@hccc.edu. For Nursing and Health Sciences, the academic advisors for the day and evening divisions are Grace Frane gfrane@hccc.edu, Mary Ellen Cvek mcvek@hccc.edu, Ruthann Kelman rkelman@hccc.edu and Kathleen Meehan Hart kmeehan-hart@hccc.edu. The weekend program advisors are Lori Byrd lbyrd@hccc.edu and Yelena Landa ylanda@hccc.edu.