

Dear MCC Dual Enrollment (DE) student parents and caregivers:

In response to the challenges that the COVID-19 pandemic has presented to our college and learning partnerships' communities, MCC temporarily revised some important policies that I wanted to let you know about. Please remember that the curriculum and grade students receive for dual enrollment courses is overseen by MCC, not the high school, and could affect students' future college plans and goals. Please review this information closely.

**Last Day to Withdraw from Individual Course with a W Grade – Thursday, June 25, 2020**

Acknowledging how the COVID-19 pandemic and the transition to fully distance learning may have impacted your students' academic success, the last day for students to withdraw from an individual course with a grade of "W" is the last day at most schools – June 25. Previously, the withdrawal deadline for full-year courses was April 10. The deadline for spring only courses was May 22.

Students and caregivers are strongly encouraged consult with teachers prior to deciding to withdraw from a course, especially since withdrawing can affect their future with financial aid.

A decision regarding refunds due to withdrawals has not been finalized, and an email will be forthcoming.

The payment deadline has already passed. If you did not pay by the deadline, your student was dropped from the course.

**Alternate Grading Option (2019-2020 full-year and spring only)**

Due to the impact of the pandemic, all MCC students, including dual enrollment students, will have the option to receive a traditional letter grade or a designation of Satisfactory/Pass/Unsatisfactory for each course taken in the full year and spring 2020 semester. DE students can select this alternative grading based on their unique needs and circumstances in consultation with their teachers.

All earned grades will be entered into Banner. These grades will be permanently kept by MCC; however, students will have the option of requesting that a Satisfactory/Pass/Unsatisfactory grade be displayed on their transcript, as follows:

- Substitute "S" for earned grades "B" to "C" indicating students have Satisfactorily passed the course.
- Substitute "P" for earned grades "C-" to "D-" indicating students have Passed the course.
- Substitute a "U" for earned grade of "F" indicating student performance was Unsatisfactory for the course. No credit will be awarded.

"P" signifies earned course credit and is excluded from GPA calculation. "U" grades indicate that a student was unsuccessful in the course; no credit would be awarded, and this grade is excluded from GPA calculation. Students will need to repeat the course if it is a required course in their program of study or if a "C" is required as a prerequisite for another course.

Students may choose to select S/P/U for some or all of their grades for the full year or spring only term. Students may request to have earned grades sent to colleges and universities from the office of Records and Registration at any point.

### Things to Consider Before Choosing the S/P/U Option

Most students might opt to take a U instead of an F because the U would not hurt their GPA in the way that an "F" would. Students might opt to take a "P" instead of a "D" for the same reason.

**This decision is made by the student in consultation with their teacher and parent/caregiver. Teachers should be made aware of the decision to choose an S/P/U by the last day of classes.**

If students do not wish to change the display of their letter grades to Satisfactory/Pass/Unsatisfactory, no action needs to be taken.

Thank you for your important partnership.

Dr. Medea Rambish

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