

## GRADING OPTIONS: FREQUENTLY ASKED QUESTIONS (FAQS)

### EXCUSED WITHDRAWAL: “EW”

The option to request an Excused Withdrawal (EW) has been expanded during the Spring 2020 term based on the [California Community College Chancellor’s Office Guidance](#). See this link for [Chancellor’s Office Student Guidance](#). See [LTCC’s policy language](#) on these changes to grading options for more details.

1. What does an EW option mean?

*The Excused Withdrawal is being offered as an alternative to the regular Withdrawal (W) for those students experiencing hardships related to COVID-19. It is typically reserved for students with unique situations (such as military deployment), but the option is being expanded to all students affected by COVID-19.*

2. Can I ask for an EW for any course?

*Students can ask for an EW for any and all of their Spring 2020 courses.*

3. How does an EW option affect my GPA?

*An EW is not calculated into a student’s GPA.*

4. Does an EW option mean I cannot repeat the course later?

*An EW does not prevent a student from repeating the course at a later date.*

5. How could an EW option work against me?

*An EW is not calculated into the maximum number of withdrawals nor the maximum number of attempts allowed for a course. It is designed to protect students from any negative impact of attempting a course during the COVID-19 pandemic in the Spring 2020 term.*

*An EW grade may affect academic progress requirements for Veterans Educational Benefits or load requirements for International Students. Please speak to a counselor prior to selecting this option.*

6. How does an EW option affect my Financial Aid?

*Students who receive an EW grade will not be required to return any financial aid funds for Spring 2020, and the units for any course in which a student receives an EW will not be included in the calculation of the student’s Satisfactory Academic Progress, meaning*

*that this excused withdrawal will not contribute to losing financial aid as a result of unsatisfactory academic progress in all future terms. Please contact the Financial Aid Office at [financialaid@ltcc.edu](mailto:financialaid@ltcc.edu) with any specific financial aid questions.*

7. How many EW options can I request? Is there a limit?

*There is no limit to the number EW options a student can request during the Spring 2020 term.*

8. When is the deadline for requesting an EW option?

*In-state students have one year from the end of the course to request an EW. International and Non-Resident students also have one year from the end of the course to request an EW, but they must request an EW no later than June 30, 2020, in order to receive a refund for the course.*

9. How do I request an EW option?

*Please send an email from your LTCC email account to [enrollmentservices@ltcc.edu](mailto:enrollmentservices@ltcc.edu) with your name, student ID #, and a clear list of courses (including the section) for which you would like to request an EW option.*

10. If I request an EW for a course, do I get a refund?

*When an EW is issued for a course, up through the one-year deadline, a refund of tuition will be processed. If you are an International or Non-Resident student, you must request an EW no later than June 30, 2020, in order to receive a refund.*

### **PASS/NO PASS: "P/NP"**

Students' options for P/NP grades have been expanded for Spring 2020 based on the [California Community College Chancellor's Office Guidance](#). See this link for [Chancellor's Office Student Guidance](#). See [LTCC's policy language](#) on these changes to grading options for more details.

1. What does a P/NP grade mean?

*A P/NP option is given in place of a letter grade in a course. A Passing grade (P) is awarded in the place of an A, B, or C grade. A No Pass grade (NP) is awarded in the place of a D or F.*

2. Can I ask for a P/NP grade for any course?

*Due to the COVID-19 pandemic, students may request a P/NP grade for any and all courses. However, before selecting this option, it is strongly recommended that students*

*Speak with a counselor (available through [Cranium Café](#)), as these options may not be appropriate for certain courses, mainly those required to complete major-specific content.*

3. Will the college I am planning to transfer to accept P/NP grades?

*It is strongly recommended that students planning to transfer speak with a [counselor](#) prior to selecting a P/NP option, as some four-year institutions may have different policies regarding the application of P/NP grades. For example, the [California State University](#) and the [University of California](#) systems have put out statements regarding this issue. However, many four-year schools are making changes to their P/NP policies, so it may still be a good option for students struggling with classes due to COVID-19.*

4. How do P/NP grades affect my GPA?

*P/NP grades are not calculated in a student's GPA.*

5. Does a Pass (P) grade mean I cannot repeat the course later?

*Because the guidelines on repeating courses have also been expanded, even if a student receives a Passing (P) grade for a course attempted in the Spring 2020 term, they will be able to repeat the course at a later date.*

6. How could a No Pass (NP) grade work against me?

*The P/NP grades are not included in any calculations regarding GPA, satisfactory progress, nor probation or dismissal. The expansion of this option is meant to protect students who are attempting courses during the pandemic occurring during Spring 2020 term.*

7. How does a No Pass (NP) grade affect my Financial Aid?

*Please contact the Financial Aid Office at [financialaid@ltcc.edu](mailto:financialaid@ltcc.edu) regarding your specific financial aid plan before deciding to request a P/NP option to ensure it will not impact your award.*

8. How many P/NP grades can I request? Is there a limit?

*There is no limit to the number of P/NP grades students can request during the Spring 2020 term.*

9. When is the deadline for requesting a P/NP option?

*The deadline for requesting a P/NP option for the Spring 2020 term is the last day of the Spring term, **June 27, 2020**.*

10. How do I request a P/NP option?

*Please send an email by June 27, 2020, from your LTCC email account to [enrollmentservices@ltcc.edu](mailto:enrollmentservices@ltcc.edu) with your name, student ID#, and a clear list of courses (including the section) for which you would like to request a P/NP grade.*

**REPEATING COURSES**

The options to repeat courses has been expanded for courses attempted during the Spring 2020 term based on the [California Community College Chancellor's Office Guidance](#). See this link for [Chancellor's Office Student Guidance](#). See [LTCC's policy language](#) on these changes to grading options for more details.

1. Which courses am I able to repeat?

*Students are able to repeat any course they have attempted during the Spring 2020 quarter, regardless of the grade or symbol they receive.*

2. How many courses can I repeat?

*Students are able to repeat any and all courses they have attempted during the Spring 2020 quarter.*

3. Can I repeat courses for free?

*No, students will need to pay tuition and fees associated with the course the next time they enroll. If the student is seeking a refund for a Spring 2020 course, they will need to have selected an EW option due to impacts from the COVID-19 pandemic (see above).*

4. How does repeating a course affect my Financial Aid?

*Please contact the Financial Aid Office at [financialaid@ltcc.edu](mailto:financialaid@ltcc.edu) regarding your specific Financial Aid plan before deciding to repeat a course to ensure it will not impact your award.*

5. How does repeating a course affect my GPA?

*When a student repeats a course, the highest grade received will be calculated in the student's GPA.*

6. How do I go about repeating a course?

*A student will simply register for the course in a future term in order to repeat a course.*