![Indiana Commission for Higher Education logo]

**Guidance on Transfer and Applicability of
Courses Completed in the 2020 Spring Semester**

April 30, 2020

Current College Students

Courses completed with a "pass" or other variant (e.g. "satisfactory" or "credit")* should transfer and be applicable toward meeting certificate or degree requirements in accordance with previous letter-grade policies and practices developed for the Core Transfer Library (CTL), the Statewide Transfer General Education Core (STGEC), and the Transfer Single Articulation Pathways (TSAPs) and consistent with previous applicability to prerequisite and major courses. Due to the unusual way the academic year ended, institutions may be adjusting current practices, such as:

- Grades assigned for the 2020 Spring Semester may have a transcript modification, with an accompanying explanation;

- Placement testing may become more necessary to assure mastery of learning outcomes; and

- Delivery of co-requisite instruction, help desks, and other academic student support resources may need to be expanded.

Current High School Students

The guidance provided below applies to all 2020 high school seniors as well as all other high school students who may also be enrolled in Advance Placement or dual credit courses.

Advanced Placement Courses

College Board Advance Placement scores achieved on the 2020 Spring Online [45-minute] Exam will translate into the college course equivalencies that have been previously identified.

Most Dual Credit Courses

With the exception of some equipment/clinical-intensive CTE courses**, the Commission, in consultation with dual credit providers, believes that with appropriate instructional effort, it is possible for most students to master the essential learning outcomes that had yet to be covered when the March 19, 2020 executive order, ending in-classroom instruction, went into effect, which was subsequently extended to the end of the school year.

The Commission recognizes that certain factors or conditions may require exceptional effort in order for students to master the remaining essential outcomes, for example:

- A course that was only one semester long as opposed to a year-long course;

- Courses, such as those in the sciences and world languages, that require a lab component, for which virtual labs are unavailable or not an option;

- Courses that were started as part of a Spring trimester; and

- A lack of capabilities within a school or a student's home setting.

Notwithstanding these examples and other factors, the Commission encourages all schools and dual credit instructors to make every effort to ensure that their students can complete all essential learning outcomes, thus enabling students to be fully prepared to succeed in subsequent college courses in the fall or whenever they decide to pursue further postsecondary education.

Equipment/Clinical-Intensive CTE Courses

For students enrolled in equipment/clinical-intensive dual credit courses, the current guidance assumes that these students will be able to obtain needed equipment/clinical contact hours during a summer institute, which is tentatively scheduled for July. The Office of CTE in the Governor's Workforce Cabinet, the Department of Education, Ivy Tech Community College, Vincennes University, and the Commission for Higher Education are gathering information about the availability of faculty and facilities to address student needs. Once these plans are finalized, further details will be communicated. Should a summer institute not be possible, additional guidance will be provided.

Grading Policies and Acknowledging Extra Efforts

The grading policies described earlier under "current college students" apply equally to dual credit students. A hallmark of Indiana's system of dual credit is that college credits earned through dual credit transfer and apply toward meeting degree requirements in the same way as credits earned on campus.

The Commission also fully acknowledges and applauds the extra efforts that teachers, school administrators, and postsecondary dual credit partners are making on behalf of their students under exceptional trying circumstances.

*See attached summary of policies for all public institutions

**for example, CNA, Cosmetology, Welding

Institution	Do students have the choice of selecting a Pass/Fail* option?	If so, please describe the terminology used and its mapping to letter grades	If there is a special transcript notation for Pass/Fail*, please describe	Is this option available for dual credit students?	How does your institution transfer and apply courses with a Pass/Fail* grade earned at another institution in Spring 2020?	Institutional Website
Ball State University	Yes, students can opt into the Credit/No Credit option (Credit/No Credit is the BSU terminology)	Undergraduate students completing coursework at a grade of C- of above who request CR/NC conversion shall be issued Credit (CR); Graduate students who earn a letter grade of B through A+ will receive a grade of CR if requested	There will be a notation for Spring 2020 that indicates the grading legend and provides longevity of the recorded grade.	We are allowing it on our end; high schools will need to decide if they will allow it	BSU will accept transfer grades of C- or higher for Spring 2020 only, in alignment with assignment of grades for our native students. We consider this an emergency practice for Spring 2020 only and will otherwise follow our usual transfer policy.	https://www.bsu.edu/about/administrativeoffices/emergency-preparedness/pandemicfluprep/coronavirus/credit-no-credit#accordion_iscreditnocreditthesamethingaspassfail
Indiana State University	Yes	S/U Option. S= letter grade of A-D-; U= letter grade of F.	ISU will place a transcript notation regarding our Student-Selected Grade Option. Our original thought was to put the definitions in the spring term of the transcript, but AACRAO is advising to only add it your transcript key. We haven't finalized exactly how we will implement this, as I am hoping to reach out to their Registrar's in Indiana for a more consistent notation.	No	ISU will be accepting transfer credit for students who received P/S/CR on their transcripts for Spring 2020, which includes a D- and above.	https://www.indstate.edu/covid-19
Ivy Tech Community College	Yes	Adobe Sign form completed by the student; S = A, B, or C grade; U = D or F grade	No special notation	Yes	If the institution verifies that the pass grade is equivalent to a C- or higher, we accept the course in transfer (assuming regionally accredited, etc.)	https://www.ivytech.edu/coronavirus.html

*Or variant, such as Pass/No Pass, Satisfactory/Unsatisfactory, Credit/No Credit

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Indiana University Bloomington	For Spring 2020 only, students will be able to request that they be graded on a Satisfactory/Fail basis in courses that are otherwise letter graded (A-F).	For undergraduate courses, a grade of "S" in Spring 2020 will indicate that the student earned a D- or higher on the A-F letter grade scale. For graduate students, a grade of "S" will indicate that the student earned a C or higher on the A-F letter grade scale	Students with a grade of "S" will have a transcript notation describing the context under which the grade was awarded.	For Spring 2020 only, the Satisfactory/Fail option is available to dual credit students, with uniform guidance provided to teachers.	IUB will accept transfer coursework from other institutions with grades of S, P, CR, or other, provided that it is for an academic term in 2020 impacted by COVID-19 and that the student's transcript (or other official document) describes the context for the non-letter grade. Course equivalencies and articulations remain in place and are determined by faculty in the appropriate academic discipline.	https://coronavirus.iu.edu/
IUPUI and Indiana University Regional Campuses	At IUPUI and the regional campuses, faculty will assign letter grades and students will have the opportunity to petition for an S grade. As a matter of practice, students may be assigned grades of Ps for letter grades of C-, D, or D-. P/S grades not used in computing GPA. P/S grades issued in spring 2020 do not count toward elective pass/fail requirement maximums. S Grades will count for any degree requirements, admission indices and prerequisites. A comment will be added to the transcript under any affected class reflecting changes to the occurrence of the COVID-19 pandemic during spring 2020.	P for D- and S for C or better with exception of BL	The registrars have agreed to the text noted for all students enrolled this semester. "The COVID -19 pandemic resulted in changes to instruction and academic policies that may include flexible application of S, P, and W grades." See online transcript legend for additional information.	Yes	IUPUI and the IU Regional Campuses will accept Pass grades earned at another institution as passing and meeting requirements. We will accept Fail grades earned at another institution as failing and not meeting requirements. A Pass being inclusive of a D- would be accepted. Note, as per normal before COVID -19 and according to transfer and TSAP policies, some students may still be asked for additional information or to re-take the course based on major requirements.	IU Broadly - https://coronavirus.iu.edu/; IUPUI- https://coronavirus.iu.edu/campus-resources/iupui.html; IUK- https://www.iuk.edu/registrar/faq-petition-to-change-a-standard-letter-grade.html; IUE - https://www.iue.edu/red-wolf-central/grades/pass-fail-option.html; IUSB - https://students.iusb.edu/registrar/index.html; IUSE - https://www.ius.edu/campus-updates/grade-appeal.html; IUNW - https://www.iun.edu/registrar/policies/faq-grades.htm

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Institution	Do students have the choice of selecting a Pass/Fail* option?	If so, please describe the terminology used and its mapping to letter grades	If there is a special transcript notation for Pass/Fail*, please describe	Is this option available for dual credit students?	How does your institution transfer and apply courses with a Pass/Fail* grade earned at another institution in Spring 2020?	Institutional Website
Purdue Fort Wayne	Yes, it is a Pass/No Pass option	Passing grade. Under the P/NP option, equivalent to a grade of A+, A, A-, B+, B, B-, C+, C or C-.	Passing, equivalent to "C-" or higher.	No	PFW will count P's in the same way for native and transfer students. Thus, a Pass is defined as a C- or higher and would be accepted. Transcript will read: As COVID-19 required significant changes to instruction, Pass/Not-Pass grades were made available for Spring 2020 classes if selected by the student. Pass/Not-Pass courses allowed to satisfy all degree requirements.	https://www.pfw.edu/offices/osa/docs/Academic-Regs-Changes-Students.pdf
Purdue Northwest	Yes	Students have the option to select a Pass/Not Pass grade mode for courses through the last day to withdraw for the term. The withdrawal deadline for Spring 2020 has been extended to May 1, 2020. Requests made by students after the deadline will be considered on an individual basis. Mapping to the letter grades is as follows: P - Passing grade, equivalent to A, B, or C N - Not passing	Pass/Not Pass grades are included on the transcript key as the following: P - Passing equivalent to "C" or higher N - Not Passing The following notation will be made on the transcript key: " As COVID-19 emergency required significant changes to instruction, Pass/Not-Pass grades were made available for Spring 2020 classes with meeting times occurring during the second half of the semester."	No	PNW accepts "P" and "S" grades (non-remedial courses only) for transfer credit and posts the applicable course articulation on the student record. The grades are considered as a "C" letter grade and will automatically apply within the degree audit unless a minimum grade greater than a "C" is required as a pre-requisite.	https://www.pnw.edu/pnw-and-coronavirus-covid-19/
Purdue Global	Pass/Fail definitions remain tied to specific courses at our institution. All students have been given increased opportunities to extend deadlines, but will be required to earn a standard grade.	A passing grade will be awarded for any numeric grade corresponding to a passing grade in the standard grade scale.	No. PG does not currently plan to identify impacted terms on the transcript.	PG does not have dual credit students.	PG will allow transfer credit for any P or S course for which we can confirm the grade definition. As long as the P or S corresponds to our minimum transfer grade (or higher) we will accept the transfer course.	https://www.purdueglobal.edu/academic-support/covid-19-faq/

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Purdue West Lafayette	Pass/No Pass: Students have until the end of the semester (May 1, Friday before finals) to switch any course from a letter grade to P/NP.	Pass/No Pass: Students have until the end of the semester (May 1, Friday before finals) to switch any course from a letter grade to P/NP. 1. The minimum threshold for a grade of "P" is defined as a C- for all undergraduate level courses in Spring 2020. 2. The minimum threshold for a grade of "P" is defined as a B- for all graduate level courses in Spring 2020 included on graduate student's plan of study and defined as a C- for all graduate level courses in Spring 2020 not included on a graduate student's plan of study. 3. Passing grades for courses completed in Spring 2020 will count for any and all degree, admissions indexes, and pre-requisite requirements internal to Purdue. 4. As always, P/NP grades are not used in computing	As COVID-19 emergency required significant changes to instruction, Pass/Not-Pass grades were made available for Spring 2020 classes if selected by the student. Pass/Not-Pass courses allowed to satisfy all degree requirements.	Yes. However, the Polytechnic faculty will work with the high school to assess whether this is an appropriate option for students	Purdue will accept and apply transfer courses with a grade of "P" just as they would for these courses with a grade of "C-"or higher.	https://www.purdue.edu/registrar/faq/pnp-covid-19-policy.html
University of Southern Indiana	Pass (P)/No Pass (NP) is optional	F = NP	There will be a notation for Spring 2020	Yes	USI will accept grades of P for courses taken during Spring 2020. Some programs like Nursing, etc. made need a letter grade	https://www.usi.edu/registrar/grades-grading-policies/modified-academic-policies-for-spring-2020/
Vincennes University	Yes	Pass/No Pass where Pass = A-C and No Pass = D, F	We are anticipating a transcript designation of "COVID-19 Pass=A-C"	Yes	VU will accept passing transfer course grades that are equivalent to a C- or higher at the originating institution	https://www.vinu.edu/vu-frequently-asked-questions-regarding-covid-19

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