***ESCC Spring 2020 Grade Choice Form***

ESCC will use the following P/W/I default grading system for remote instruction Spring 2020 16-week, second 8-week, and dual enrollment classes.

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| --- | --- | --- |
| **Letter Grade** | **What does the Grade Mean?** | **How does it Apply?** |
| **P+** | Pass with a grade of “C” or higher | Applies to college transfer, technical education, and dual enrollment courses. A grade of P+ will not impact a student’s GPA. |
| **P-** | Pass with a grade of “D” | Applies to college transfer, technical education, and dual enrollment courses. A grade of P- will not impact a student’s GPA. |
| **W** | Withdraw | A student may withdraw up until May 4, 2020 |
| **I** | Incomplete | The faculty member and student may agree to a plan to complete remaining course requirements in the summer. |

**Instructions**

1. Complete this form only if you wish to be graded under the A-F system, instead of the P/W/I system.
2. This form must be submitted by May 4.
3. Email this form to the instructor for each class and to [gradechoice@es.vccs.edu](mailto:gradechoice@es.vccs.edu).
4. Keep a copy of the email with attachment for your records.

**Important Notes**

* Be sure to carefully review the “ESCC Emergency Grading Policy for Spring 2020 Classes” document. This document was emailed to you and is available on the ESCC website.
* Remaining in the default P/W/I emergency grading system or returning to the A-F grading system may have consequences for transfer, financial aid, and other situations.
* To make an informed decision, please discuss your options and the consequences of your choice with your instructors, advisors, transfer schools, and other agencies.
* Once you make your choice, you will not be permitted to change it.

Your Name:

Your Student ID/EMPLID:

Title and Section Number of this class (e.g. MTH 161 01):

Name of Instructor

**By checking this box (double click on the box and then select “checked”), I request the A-F grading scale only for this class (use a separate form for each class). I understand that once I submit this form, I cannot change my mind.**

Email a copy of this form to the instructor for each class and to [gradechoice@es.vccs.edu](mailto:gradechoice@es.vccs.edu). Keep a copy of the email for your records.