

Resolution on Hunter College Policy on Credit/No Credit

Resolved, Hunter College shall have the policy in (a) below regarding selection of the option of Credit/No Credit in lieu of letter grades. Hunter College shall have the policy in (b) below regarding the definition of the grade of Credit/No Credit. The language in (a) shall be included in the section on Credit/No Credit Policy for Undergraduate Courses and the language in (b) shall be included in the section on Grading Definitions in all future Hunter College catalogs and on the Hunter College website.

(a) Credit/No Credit Policy for Undergraduate Courses

In many courses it is possible to obtain credit for the course without receiving a letter grade. If students decide to receive a grade based on this system, they will receive “Credit (CR)” instead of A, B, or C, and will receive “No Credit (NC)” instead of D or F. Students can receive a grade of D instead of NC if they indicate this on their form requesting the CR/NC option. Students requesting grading according to this system must satisfy all requirements regarding attendance, assignments, and examinations set by the instructor. Course requirements and standards are the same as in the letter grading system, but CR/NC grades are not counted when a student’s GPA is calculated by Hunter College. Students can choose whether they want to take a course for a letter grade or CR/NC, but the restrictions listed below apply.

Restrictions for CR/NC Grades:

1. Some departments or programs restrict a student’s choice in opting for CR/NC. Several programs of study prohibit or limit the use of CR/NC grades in major courses. This applies especially to programs of study leading to outside certification or post-graduate study. Students should check with their departmental advisers for specific policies. On the other hand, there are some courses in which letter grades are not assigned. Departments or majors that restrict student choice of the CR/NC option must have this policy approved by the Senate. When departmental policies allow the CR/NC option, individual instructors cannot refuse students who want to exercise this option. Every course syllabus should indicate clearly whether or not the CR/NC option may be elected by a student for that course.
2. CR/NC grades are not allowed for students on academic probation.
3. A student must have completed at least thirty (30) credits before selecting the CR/NC option for a course.
4. A student may take only one course per semester on a CR/NC basis.
5. A maximum of four (4) courses (including repeated courses) taken at Hunter College may be assigned a CR/NC grade on the Hunter College transcript, excluding any courses with mandatory CR/NC grading. (Students who obtain a D as the final grade and have asked to have this appear on their transcript instead of NC, will have a grade for this course, which will then not count towards the permitted maximum of four CR/NC grades on the Hunter transcript.)
6. The grade of CR shall be used to replace the academic grades of A, B and C. The grade of NC shall be used to replace the academic grades of D and F. The grade of NC shall not be used to replace the grade of WU.
7. If (as a result of a student’s request) a CR/NC grade is given where it is not an allowed grade according to existing college, departmental, or major regulations, it will be converted to a letter grade by the Registrar’s Office. CR will be changed to C; NC will be changed to F.

8. If a student selects the CR/NC grading option with instructor approval, and then stops attending class, the instructor shall submit a WU grade for the course. The Office of the Registrar will not award a CR/NC grade where the instructor has entered a grade of WU.

Alert

Other colleges, graduate and professional schools, services, and employers may not favor CR/NC grades. They may convert CR to C and NC to F for their purposes. The choice of CR/NC grades may affect the eligibility for some financial aid awards. Students should consult with academic, faculty and financial aid advisors as well as check the policies of external financial-aid agencies before opting for CR/NC grades.

How To Opt For CR/NC

CR/NC is an agreement between a student and the student's instructor. In order to select CR/NC for a course, a student must complete and sign a form available from the Office of the Registrar and obtain the signature of the instructor in the course. The student must submit the form to the Office of the Registrar by 5:00 pm on the first day of the tenth week of classes in the fall and spring semesters and by the first day of the fifth week of classes in summer semesters. This is the same date as the deadline for withdrawal from courses without academic penalty (with a grade of W).

Please note, once a student chooses a CR/NC grade for a course, that choice is final and irrevocable.

NOTE: In the Spring semester of 2020, some of the above policies were temporarily suspended by CUNY due to the COVID-19 pandemic. Selection of the CR/NC grading option for courses in the Spring 2020 semester do not count against college-wide or program-specific restrictions regarding (1) the number of CR/NC uses allowed per semester, (2) the maximum number of uses allowed of the CR/NC grading option in total, (3) the selection of the CR/NC grading option by students on academic probation and (4) certain other restrictions. Please see here for a complete list of the temporary policies that were in place at this time. [link]

(b) Grading Definition

CR Credit Earned (equivalent to A, B, C)

NC No credit granted (equivalent to D or F)

Note: When entering the final course grade, the instructor shall enter the underlying letter grade the student would have received had the student not chosen the CR/NC option. The Registrar will convert the underlying letter grade to a CR/NC grade unless the student's request for CR/NC is in violation of college-wide or program-specific restrictions on the use of the CR/NC grade option.

Rationale

The Hunter College policy on Credit/No Credit requires clarification and amendment. The new language revises the policy to be consistent with New York State and CUNY-wide requirements that underlying academic grades be entered for students who choose the CR/NC option. It also revises the policy to be consistent with other CUNY colleges by requiring the selection of the

Credit/No Credit option prior to the deadline for withdrawal from courses without academic penalty with a grade of W. The proposed restriction against first-year students choosing the Credit/No Credit option is based on the observation that freshman have a harder time fully appreciating the implications of that choice on their education and career. Finally, we propose adding a notation such that all future catalogs will include a reference to the temporary CUNY policies that were in effect in the Spring 2020 semester in order to clarify for students the effects of these policies.