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TO: Lehman College Community
FROM: Peter O. Nwosu, Provost and Senior Vice President for Academic Affairs and Student Success
SUBJECT: Spring 2020 and Fall 2020 Academic Calendar
DATE: March 18, 2020

In light of the increasing concerns of the coronavirus (COVID-19) spread and impact it has on students' learning performance, the Office of the University Registrar has authorized the following adjustments to the Spring 2020 and Fall 2020 Academic Calendar. The following changes are outlined below and take effect immediately.

- **Last Day to File for Pass/No Credit/Fail Option** – For eligible students that meet the requirements of our “Pass/Fail/No Credit Option” policy, ([See Policy Here](#)), the University will move the deadline to Thursday, May 14, 2020. This is the published “Last Day of Classes,” and *before* final examination week, and also prior to the “End of the Spring Term,” ****See note below on possible financial aid impact on students.***
- **Course Withdrawal Period** – Last Day to Drop with a Grade of “W.” The current deadline date listed on the calendar is Wednesday, April 1, 2020. We will move that date to Thursday, May 14, 2020. This is the published “Last Day of Classes,” and *before* final examination week and also prior to the “End of the Spring Term,”
- **Incomplete Grades** – Students who receive an INC grades in the Spring 2020 term would generally be required to submit outstanding work, “*according to a deadline established by individual colleges of the University but no later than the last day of the following semester.*” The University will allow students to submit incomplete work to faculty for resolution of INC grades for courses taken in Spring 2020 through the Fall 2020 semester, and the new deadline for faculty to submit Incomplete to Grade forms to the Registrar’s Office for resolution will be Wednesday, December 23, 2020. This date coincides with the “Final Grade Submission Deadline” for Fall 2020 courses. (To view the updated Fall 2020 Academic Calendar [Click Here](#)).

****Note on Pass/No Credit/Fail Option:*** *Students should consult with their academic and financial aid advisor to confirm if this option will still allow them to count the course towards their major/degree requirements, if credit is earned with a grade of P.*

In order to receive this grade, a student needs to continue participating in academic related activities, complete all assignments, and take the final exam/culminating experience.

If a passing letter grade is earned, the student will receive a grade of ‘P’, credit for the course, and no impact on the GPA. If a failing grade is earned (F), the student will receive a grade of NP and no impact on the GPA.

Students must remain in compliance with [Federal and State Satisfactory Academic Progress \(SAP\) guidelines](#).

For more information, please contact the Registrar’s Office at registrar.office@lehman.cuny.edu.

Stay well.