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**Temporary Procedures: 2019-2020 Catalog Addendum to Mitigate Impact of COVID-19 Pandemic**

LCCC recognizes the Spring 2020 semester included several shifts due to the institution’s rapid response to the COVID-19 pandemic, including adjustments to course delivery and movement towards remote support services. LCCC also understands the impact the COVID-19 pandemic may have on students’ own health and wellbeing, employment, and family responsibilities. During these unprecedented circumstances, LCCC has set forth the following process regarding student-initiated course withdrawals occurring during the timeframe of the college’s COVID-19 response:

**Withdrawal:**

* Student-initiated withdrawals related to COVID-19 will receive a reason code (CV-19) that indicates the withdrawal occurred during the college’s response to the COVID-19 pandemic. Unlike a standard course withdrawal, these withdrawals will not count as an attempt for academic purposes.
* Retroactively apply the above-mentioned reason code to all student-initiated withdrawals related to COVID-19 occurring after March 10, 2020. This date aligns with the first student communication regarding shifts to course delivery due to the pandemic response.
* LCCC will continue to adhere to Department of Education guidelines regarding inclusion of withdrawals in calculations regarding federal financial aid eligibility. LCCC will continue to monitor and respond to changes in these federal guidelines.
* Extend the student withdrawal date to May 1, 2020 for all terms active after March 25, 2020 to provide students adequate opportunity to re-engage in courses now offered in remote delivery format and reduce a sense of urgency related to making a decision about course completion.
* Suspend the use of FAW for the Spring 2020 8B sub-term, as this procedure is used to report student non-attendance, which has been disrupted due to changes in course delivery. Through faculty/ staff collaborative efforts to reach students who do not re-engage in courses after March 25, LCCC seeks to quickly address barriers that may be preventing students from resuming their courses in the remote delivery format.

**S/U (Satisfactory/ Unsatisfactory) Grade Request:**

<http://catalog.lorainccc.edu/academic-standards/grading-system/>

* Students may request an S/U (Satisfactory/ Unsatisfactory) grade for any full-term or 10-week class until April 16, 2020. This represents an extension from March 16 (full-term S/U deadline) and April 2 (10-week S/U deadline) to allow students to consult with Academic Advisors, transfer institutions, and others about the transfer and academic planning impact of this decision.
* Deadlines to requests an S/U grade option for 8B (April 16) and 5C (April 23) will remain as published.
* All other aspects of LCCC’s Grading System will remain as published, and students should consult with their Academic Advisor to discuss the policy prior to submitting a request to the respective Dean

**Academic Standing:**

<http://catalog.lorainccc.edu/academic-standards/academic-probation/>

* LCCC will temporarily suspend its Academic Standing calculations for Spring 2020, including Academic Recovery (Probation), Dismissals, and Deans’ List
* LCCC will adjust notations on transcripts to indicate Academic Standing calculations were suspended for Spring 2020 due to the college’s response to the COVID-19 pandemic. Transcript notation will read: “Academic Standing Calculation Suspended for Spring 2020 due to COVID-19”.