SOUTHERN UNIVERSITY SYSTEM

COVID-19 ACADEMIC GUIDELINES

As we manage the day-to-day operations of our campuses, we acknowledge the fact that the COVID-19 pandemic has contributed to a significant disruption in the normal activities for our students, faculty and staff. We commend them for their successful transition to various forms of remote delivery of instruction and student support services. We are committed to ensuring that our students receive quality instruction and support as we demonstrate flexibility in our processes to meet the needs of our community of scholars. Consequently, the Southern University System has established academic guidelines that will assist the faculty and staff in making decisions that will facilitate student academic progress. These student-centered guidelines will apply to all of the institutions of the Southern University System:

1. All courses will be graded using the normal grading system. A campus policy should be established that permits a student to request a Pass/Fail (P/F) option or a withdrawal after final grades have been posted for individual and/or all courses. This policy should be developed in consultation with faculty, chairs, deans, registrar, students and other relevant administrators.

2. Withdrawal dates and the time needed to satisfy a grade of Incomplete should be extended. The maximum time the Southern University System will allow a student to satisfy a grade of Incomplete is up to the end of Spring Semester 2021. Individual campuses have the flexibility of setting shorter completion times.

3. Advisement is encouraged for all students who decide not to receive a grade through the normal grading system to understand the implications of that decision.

4. In the Southern University System, calculations of Pass/Fail (P/F) will not be used in determining scholarship eligibility.

5. Any Pass/Fail (P/F) grades earned during the COVID-19 pandemic should be noted on the student's transcript through an approach that is uniform.

6. All campuses should establish guidelines for withdrawals, incomplete and pass/fail within the parameters of the Southern University System Guidelines.

7. Each campus will establish a communications model that will provide guidance to students as they consider these options. Campus policies will be published no later than April 8, 2020.

Effective Date: April 3, 2020