

Effective 7/13/2020 until further notice

We recognize that some students, due to personal circumstance or preference, may be unwilling or unable to return to campus for ground-based labs and clinical courses for all or part of a term due to COVID-19. The University has developed the **COVID-19 Student Progression Policy** in response.

The COVID-19 Student Progression Policy is intended to give students flexibility in how and when they progress in their program of study; to ensure students do not incur additional tuition and fee related costs due to COVID-19; and to ensure that graduates qualify for certification and licensure, when applicable.

The University will adjust or waive lab and clinical requirements to minimize the need for ground-based instruction. The University cannot waive lab and clinical coursework required by third party agencies, including accreditors, licensing, certification, and other authorization bodies.

Tuition and Fees: Students will not be charged additional tuition and fees to complete their degree requirements if the student is unable or unwilling to take a ground-based lab or clinical course or a portion of a ground-based lab or clinical course as scheduled due to concerns related to COVID-19.

Registration: To ensure that no additional tuition or fees will be charged as a result of COVID-19 delays and adjustments, students must register for clinical and/or lab course(s) **on-cohort or under the terms of their special schedule**. This allows the student the opportunity to work directly with his/her faculty to complete the ground-based lab or clinical course if/as circumstances change within that term (i.e. state guidelines change, infections rates change, student willingness to return changes).

Course Incompletes: Faculty may assign a grade of **Incomplete COVID-19 (IC)** to a student who is unwilling or unable to complete a ground-based lab or clinical course or a portion of a ground-based lab or clinical as scheduled due to concerns related to COVID-19. An IC grade is recorded on the student's transcripts, indicates that the student's coursework is deferred, and must be completed within two terms to receive credit unless COVID-19 conditions warrant an automatic extension. If the IC grade has not been changed within two terms, the IC grade will revert to a **Withdrawal COVID-19 (WC)** grade.

Course Withdrawal: Faculty do not assign a grade of WC; an IC automatically converts to a WC if the course has not been completed within two terms. A WC grade is intended to allow a student additional time to complete deferred ground-based lab or clinical course work, subject to Dean, Program Director and Assistant Provost approval. Students with a WC grade will be required to re-register for a special section of the course, designated through a special COVID-19 section indicator. There is no additional charge for students re-taking course(s) in which a WC was granted, assuming the student retakes the course only once. Students who opt for an IC or WC may delay their anticipated graduation date.

Agreement: The student must initiate a *COVID-19 Progress Agreement* for each course in which they are requesting an IC. This form should be initiated as soon as possible in the term. A copy of the agreement must be sent by the faculty member to the Registrar's office in lieu of a final grade for the course.

Financial Aid: Some students may experience a delay in their anticipated graduation date as a result of IC or WC grades. The Financial Aid Department will work individually with students that have taken IC or WC grades to explore opportunities for additional funding for cost of living related expenses. There will be no additional tuition or fees due to delays caused by COVID-19.

This policy does not apply to students that must withdraw or take a leave-of-absence due to contracting COVID-19. The University will work directly with these students to develop a degree completion plan.