

## Q&A for Flexibility/Guidance

*Last revised 4/7/2020*

In response to the 3/27/2020 Flexibility/Guidance document that was released on behalf of Chancellor Gardner and Superintendent DeMaria, stakeholders have posed various questions. The Ohio Department of Higher Education (ODHE) and the Ohio Department of Education (ODE) are providing this Q&A document for additional clarity for the more frequently asked questions as of 4/7/2020. This document may be amended as necessary.

1

### Intent to Participate Deadline

**EXISTING REQUIREMENT:** Students in public schools must provide a completed Intent to Participate form by April 1, 2020.

**REVISED FLEXIBILITY/GUIDANCE:** The extended deadline is **May 1, 2020**. Public schools will accept Intent to Participate forms via electronic mail, postal mail, or other options using social distancing. Counseling sessions should occur remotely via telephone or other online method to the greatest extent practicable. The ability for secondary schools to accept forms after the May 1 deadline may be considered to respond to particularly exceptional circumstances.

#### Q&A

- Q: If a secondary school uses an electronic system to receive Intent to Participate forms and has already received most forms by now, does the school have to extend the deadline to May 1?
- A: It is possible that a secondary school has received most or all forms from its students; however, if a student gives an Intent to Participate form between now and May 1, the form must be accepted by the secondary school.

## 2

### Intent to Participate & Funding Application

**EXISTING REQUIREMENT:** Nonpublic and homeschool families must complete the electronic Intent to Participate acknowledgement and Funding Application by April 1, 2020.

**REVISED FLEXIBILITY/GUIDANCE:** The extended deadline for nonpublic students and homeschool students to complete the electronic Intent and Application is **May 1, 2020**. Families can upload the appropriate documents including, admission letters from colleges (provisional or fully accepted, or some other document showing progress with application). The date of May 1, 2020 allows for timely processing of applications so that students can receive funding award letters and participate during summer term, if they so choose.

#### Q&A

Q: When will the private school and homeschooled students receive funding award letters?

A: ODE will expedite the awarding of funds so that students will be informed as soon as possible. A specific date is not yet determined, but the applications will be processed as quickly as possible.

## 3

### Student Eligibility

**EXISTING REQUIREMENT:** Colleges/universities cannot test new students for **summer term** enrollment for eligibility and admission consideration due to shut down of campuses and ACT/SAT testing.

Depending on the length of the pandemic, colleges cannot test new students for **fall term** eligibility and admission consideration.

**REVISED FLEXIBILITY/GUIDANCE:** For summer and fall terms 2020:

1. In order to meet student eligibility requirements, a student shall have an overall high school grade point average (GPA) of 3.0, if that prospective College Credit Plus (CCP) student has not had the opportunity to complete an assessment exam due to this emergency.
2. If a prospective CCP student had previously completed an assessment exam and did not meet student eligibility requirements based on those scores, a college can consider that student as eligible if the student has an overall high school grade point average of 3.0.
3. The institution of higher education still has the opportunity to use institutional standards for admission decisions and placement into courses.

Student Eligibility (continued)

4. Colleges shall collect data related to the multiple measures used in anticipation of reporting to the CCP Data Portal.
5. Once the student has been determined as eligible, has been admitted, and has enrolled in summer and/or fall term courses, the student remains eligible for the remainder of their participation in the program. There is no need to re-test for eligibility purposes.

**Q&A**

Q: If testing becomes available prior to summer or fall 2020, should the college resume testing prospective College Credit Plus students or just use the 3.0 GPA flexibility?

A: The college can use either the 3.0 GPA or the college assessment scores for summer and fall 2020 enrollment.

Q: What if the college's admission standards require an assessment score or a higher GPA?

A: The 3.0 high school GPA in this guidance is strictly for student eligibility purposes. It is the statewide standard that should be used as a first step in determining if the student can participate at any participating college. The college's or university's admission requirements are determined by the institution, and students must meet those requirements as the second step for participation. Finally, course placement requirements are determined by the college or university, and College Credit Plus students must meet those requirements as the third step. When working with a college advisor, if a student does not meet the prerequisite requirement for a course, then another course will need to be selected.

Q: Is the 3.0 GPA a weighted or unweighted GPA?

A: For purposes of Student Eligibility for the summer and fall 2020 terms, use the GPA that is recorded on the transcript regardless of whether it is weighted or unweighted.

Q: What should be used for a middle school student who has not taken any high school level courses and has no high school GPA?

A: The college should review the student's record and determine if the middle school courses that the student has taken equate to a B average.

## Grading CCP Courses Using Pass/Fail

**EXISTING REQUIREMENT:** Many colleges want to give the option for students to have Credit/No Credit or Pass/Fail (or some other similarly named grade) on a college transcript in lieu of a final letter grade. Currently, administrative code lists Pass/Fail graded courses as “nonallowable” for College Credit Plus, unless that course is an internship course. The rule does not apply to a transferable course that is graded on a pass/fail basis for all students enrolled in the course.

### REVISED FLEXIBILITY/GUIDANCE:

1. For spring term 2020, if a college or university provides the option for all enrolled students to choose a Pass/Fail grade for a course section, then a College Credit Plus student is permitted to choose a Pass/Fail grade under these circumstances. A student shall have the option of either a P/F or a letter grade.
2. Students shall be advised by secondary school and college staff that a P/F grade may have future implications on weighted grading and class rank at the secondary school, NCAA eligibility, OHSAA eligibility, and certain graduation seals that require a grade of B or better.
3. Secondary schools will recognize a passing grade in a college course and provide high school credit for that course as a substitution for a high school graduation requirement.
4. If the reason for the student’s grade of “F” or failing the course on a P/F scale is due to a lack of technology, lack of internet access, or other COVID-19-related disruptions, and the option of withdrawing is not available to the student from the college, then the secondary school shall not seek reimbursement from that student/family for this course.

### Q&A

Q: Will courses with a grade of “Pass” transfer among Ohio public institutions?

A: Ohio’s Articulation and Transfer Policy, for Ohio public colleges and universities, currently states that students will receive college credit for Pass/Fail grades in most situations; exceptions exist for accreditation requirements or when native students are required to earn a C grade.

The Chancellor of the Ohio Department of Higher Education has approved the following temporary change to Articulation and Transfer policy; the change was developed after consultation with the Ohio Articulation and Transfer Network Oversight Board and other stakeholders:

***In order to provide students with certainty in the transfer process, students who receive Pass (or credit) for a course taken during the spring 2020 (FY20) and summer 2020 (FY21) terms will be guaranteed to receive transfer credit and have that credit applied as if it were a letter grade.***

For additional Articulation and Transfer information, visit: <https://www.ohiohighered.org/transfer>.

# 5

## Withdrawing from Spring 2020 Courses

**EXISTING REQUIREMENT:** Colleges are giving the option for all students to choose to withdraw after the census date. The issue is that secondary schools could seek reimbursement from the student and the W grade could be used in calculating underperformance (CCP Probation).

**REVISED FLEXIBILITY/GUIDANCE:**

1. If the colleges provide the option to withdraw to all students, then CCP students may choose to withdraw from college courses of the spring term 2020 due to the impact of the COVID-19 pandemic after the census date.
2. The institution of higher education will determine the final date by which a student may withdraw.
3. Since the student had completed a large portion of the course and had been enrolled beyond the census date, the college will report this enrollment to the CCP Data Portal as normally would occur (if it had not already done so). The secondary school will follow the regular process of reviewing/approving the course within the ODDEX system (if they had not already done so).
4. If the reason for the student's withdrawal is due to a lack of technology, lack of internet access, or other COVID-19-related disruptions, then the secondary school shall not seek reimbursement from that student/family.
5. Secondary schools shall carefully counsel the students of the impact of this withdrawal on current or future graduation requirement implications.
6. Secondary schools will not use this withdrawal as part of the consideration for CCP Probation or CCP Dismissal.
7. Colleges and universities shall carefully advise the students of the impact of this withdrawal on any satisfactory academic progress policies, future financial aid, or admission considerations for now and in the future.
8. Colleges and universities shall communicate the requests for withdrawal with the students' secondary schools immediately.

### Q&A

Q: Will a "W" for withdrawal appear on the student's transcript?

A: Each college and university will determine what it will record on a student's transcript.

## 6

## Payment of Spring 2020 Courses

**EXISTING REQUIREMENT:** In various scenarios, the secondary schools are concerned about financial responsibility for courses that may not be completed due to access to labs or to technology/software. Colleges are concerned about reimbursement for courses that are now online and would be reimbursed at a higher default rate.

**REVISED FLEXIBILITY/GUIDANCE:** Since the spring 2020 courses have had large portions completed during the term, the funding process will remain the same as long as the courses are still in progress. The original delivery mode will remain the same for reporting purposes for spring 2020, even if the course was converted to online.

### Q&A

None at this time.

## 7

## Approved High School Teacher Observations

**EXISTING REQUIREMENT:** Colleges must complete annual observations of approved high school teachers.

**REVISED FLEXIBILITY/GUIDANCE:** For spring 2020, this required observation will be waived, if it has not already been completed and documented. The college/university shall communicate this waiver to the teacher and prepare a plan for the observation to occur at the next available opportunity when classes resume during the 2020-2021 academic year.

### Q&A

None at this time.

## 8

## Counseling Services

**EXISTING REQUIREMENT:** Secondary schools are required to provide, and students/families are required to sign, a form for the secondary school records before participating in CCP. However, schools cannot counsel in person due to building closures and possible extension of that closure date.

**REVISED FLEXIBILITY/GUIDANCE:** Secondary schools should conduct counseling to the extent possible via remote methods to students individually or as a group prior to May 1, 2020. If counseling cannot occur prior to May 1, 2020, and the Intent to Participate form includes this counseling as a requirement for signature, a notation should be made by the student/family that counseling is pending and will be made up at a later date. Lack of time to counsel will not be a reason to prohibit students from participating.

### Q&A

None at this time.

## 9

## Continuation of Spring 2020 CCP Courses with Approved High School Teachers

**EXISTING REQUIREMENT:** Need to ensure that high school teachers serving in adjunct positions for colleges and teaching college courses previously located at the high school will continue to teach these courses remotely with guidance from college faculty and staff.

**REVISED FLEXIBILITY/GUIDANCE:** Ohio Administrative Code section 3333-1-65.4 requires that teachers providing instruction in college level courses in the secondary school shall follow the same course syllabus and learning outcomes, and use the same textbook and materials and assessment as the college course delivered on the campus. The expectation remains the same for all courses delivered by instructors for a college course regardless of the changes affecting the course delivery. High school teachers and college faculty/staff should work together to overcome any logistical or access issues.

### Q&A

None at this time.