

March 25, 2020

Dear Student,

I want to share some information that may help as you address the challenges of completing your UNM semester during the COVID-19 pandemic.

The UNM Faculty Senate unanimously passed the "UNM Faculty Senate Resolution: COVID-19 Emergency Measures for Student Academic Success." Among other measures, the resolution makes it possible for you to elect to change from a letter grade to Credit/No Credit. You can opt in to CR/NC for Spring 2020 courses in which you are currently enrolled. The courses will count for degree requirements and graduation requirements*. CR/NC courses taken in Spring 2020 can be in excess of the normal total maximum of 24 credits of CR/NC (undergraduates) or 6 credits of CR/NC (graduate students). The Faculty Senate also commits faculty to suspending graded assignments for the period between March 23, 2020 and April 5, 2020.

**Note: If you are in an applied program with external licensure —such as those in the Health Sciences Center (HSC), College of Education and Human Sciences, or Speech and Hearing Sciences— it is very important to consult with your advisor. Some external licensures require completion of courses with letter grades.*

To opt in to a CR/NC grade mode (no fee or charge):

See <http://registrar.unm.edu/forms/grade-mode-change-request.pdf> for details, but the process is:

1. **Send an email** from your @unm.edu email or @salud.unm.edu email account to your instructor's @unm.edu or @salud.unm.edu email account.
2. The **subject line** of the email should read: **Request Grade Mode Change**
3. The **content** of your e-mail should:
 - a) request the grade mode change to CR/NC;
 - b) include your UNM ID;
 - c) include the CRN and course code of the course for which CR/NC grading is being requested (e.g. 51234 ENGL 1110).
4. The instructor will approve the request and send it to the UNM Registrar, **copying you**.

The Registrar will not charge students for the change to CR/NC grades, nor will the Registrar charge if a student dropped courses and wishes reinstatement.

In addition, **UNM will be flexible in financial aid evaluations with respect to student grade point average and withdrawals in Spring 2020**. Additional guidance and details are needed for implementation, but regulatory relief is on its way in this area. For students, the Fall 2019

cumulative GPA can serve as the basis for evaluation for federal, state, (including "Lottery" and "Amigo" Scholarships) and UNM aid if it is higher than the Spring 2020 cumulative GPA. Grades of "Credit" in Spring 2020 will not affect your grade point average and will not disqualify you from federal, state, or UNM financial aid or support.

Your **advisor** can help you make the right decisions as you work towards completing your degree and is available for remote and virtual appointments. Appointment information is available in LoboAchieve and on College and School advising websites.

We know that you are juggling many responsibilities and concerns. Here are a few resource sites:

Lobo Food Pantry: Students can drive or walk up and check in for a pre-made bag of groceries on Mondays, 1:30-3:30 p.m. and Thursdays, 10:30-12:30 a.m. in the University Advisement and Enrichment Center Parking Lot.

Student Health and Counseling Services: <https://shac.unm.edu/index.html>

UNM Student Services Centers (hours and resources): <http://news.unm.edu/news/unm-services-during-period-of-limited-operations>

Centralized UNM Coronavirus (COVID-19) Information: <http://www.unm.edu/coronavirus/>

Computer and Internet Technology Access information for Students: <https://at.unm.edu/coronavirus/student-tech-access.html>

CAPS tutoring (remote and virtual): <https://caps.unm.edu/>

Electronic Library Services: Extended [Ask a Librarian chat hours](#) to M-F 9 a.m. to 8 p.m. Research consultations are available with [Subject Librarians](#) via Skype, Zoom, or email. These resources can provide you to many of our library materials.

Concerns: you can reach out to your department chair, the associate dean for student affairs of your school or college, Dean of Students Nasha Torrez, Graduate Dean Julie Coonrod, Associate Provost Pamela Cheek, Vice President for Diversity Equity and Inclusion Assata Zerai, and faculty and staff for support, help and referrals.

Best wishes to you as you complete this daunting semester with Lobo pride. I believe in you and feel sure that together we can get through this.

Sincerely,

Dr. James Paul Holloway, Provost and EVP for Academic Affairs