UNCGenie Instructions for Opting into the Undergraduate Academic Relief Package (ARP)

*UPDATED FOR SUMMER 2020*

The grading options made available by the Summer 2020 Academic Relief Package will be activated in UNCGenie as final grades are posted for each summer session.

Follow the step-by-step instructions below to opt-in to Satisfactory/Unsatisfactory grading or to withdraw without academic penalty. Remember, once submitted, all selected options are final and will not be changed.

**Remember, the deadline for opting into the Spring 2020 Academic Relief Package is 11:59 pm on Friday, August 7, 2020.** Once submitted, all selections are final and will not be reversed. No deadline extensions will be granted.

1. Log in to UNCGenie
2. Select Student Services and Financial Aid
3. Select Student Records
4. Select Undergraduate Grading Option Change

From here, you will be able to see any Summer 2020 courses that have been assigned final grades, the final grade originally received, and the permitted grade change action(s).
**IMPORTANT NOTE:** Summer session courses will not appear here until final grades are assigned.

If you are registered for multiple parts of term (e.g. enrolled in classes in summer session I and summer session II), you can choose to opt in to ARP selections at the end of each session for any final grades assigned or wait until the conclusion of the entire summer term.

However, you will only be permitted one submission for each course displayed on this screen.

6. Choose the desired Grade Change Action (where applicable) for each course. You can:
   - Keep your assigned letter grade
   - Change to a Satisfactory (SA) grade for courses in which you earned a C- or above
   - Change to an Unsatisfactory (US) grade for courses in which you earned a D+ or below
   - Withdraw without academic penalty (WE) for any eligible courses

7. Once you have finalized your selection for each eligible course, click **Submit**.

8. Review the **Requested Changes** column. If your selections are correct, click **Submit** to confirm your choices.

**IMPORTANT NOTE:** Once the Submit button is clicked, all opt-in choices are FINAL and cannot be changed.
9. You will now see your new Summer 2020 grades, including any opt-in selections, reflected on the Final Grades summary.

**IMPORTANT NOTE:** Please allow 1-2 hours for new final grades to be reflected in GPA calculations. Updates to your Academic Standing will be made, where applicable, following the Academic Relief Package deadline. Notification updates will be sent to students on August 10, 2020.

10. If you are registered for multiple parts of term (e.g. enrolled in classes in summer session I and summer session II) and decide to opt in to ARP selections at the end of each session, you can repeat steps 1-4 above to review ARP selections that you have made for previous terms, as well as any new final grades that have been assigned and the permitted grade change options.

11. Repeat steps 6-8 for any new courses displayed.

**IMPORTANT NOTE:** Once the Submit button is clicked, all opt-in choices are FINAL and cannot be changed.
12. After you have completed your selections for all Summer 2020 courses, you will see your new Summer 2020 grades reflected on the Final Grades summary.

**IMPORTANT NOTE:** Please allow 1-2 hours for new final grades to be reflected in GPA calculations. Updates to your Academic Standing will be made, where applicable, following the Academic Relief Package deadline. Notification updates will be sent to students on August 10, 2020.

Remember, all Summer 2020 Academic Relief Package options must be finalized in UNCGenie by 11:59 PM on **August 7, 2020**. No deadline extensions or exceptions will be granted.