

July 30, 2021

Dear High School Families,

On Thursday, July 1, 2021, Governor Newsom signed Assembly Bill 104 (AB104) into law. We are providing you with important information and next steps on how this legislation may relate to your student.

Changing Letter Grades to Pass/No Credit: Pertains to the class of 2021, 2022, 2023, and 2024

Per AB104, parents/guardians of students who were enrolled in high school during the 2020-21 school year may request to have a letter grade earned for a course changed to a Pass or No Credit on the student's transcript. Please note, have already provided Passing grades to students who received C and D grades and No Credit (NC) grades for F grades for the 2020-2021 school year. Therefore the letter grade changes only pertain to A, and B grades.

The following outlines the request process for parents who would like to change letter grades to a Pass or NC grade.

- **Parents/guardians will have 15 calendar days to submit their grade change requests on behalf of their student from the date of this notice July 30, 2021, and the deadline to make the request is August 14, 2021. The form can be accessed at the end of this notice, a paper version at the school site can be requested, or via this [link](#). Please submit your request to your school counselor.** Per the legislation, schools may not accept requests for a grade change after August 15, 2021. Once a form is received by the school, the school then has 15 calendar days to make the change on the student's transcript and notify the family. *Please note: Students who are currently over the age of 18 may submit a grade change to Pass/No Credit independently from their parent/guardian.*
- **The course requested for a Pass/No Credit must have been taken during the 2020-21 school year.** There is no restriction on which courses or which letter grades can be changed.

- **The California Department of Education has posted a list of universities who will accept a Pass/No Credit** - UC colleges and private universities are encouraged, but not required, to notify the CDE about whether they will accept Pass/No Credit marks for purposes of admission. The list of colleges is listed at the end of this document.

Important Note: While the option for high school students to convert letter grades to Pass/No Credit has been made available through AB 104, it is unclear how college/university admissions officials will view transcripts with one or many Pass/No Credit grades attributed to the 2020-2021 school year. Some postsecondary educational institutions, including those in other states, may not accept a Pass or No Credit grade instead of a letter grade for admission purposes. If your student has earned a letter grade of an A or B, we highly recommend engaging in a conversation with school counselors before converting grades in an effort to address pandemic performance issues. Once converted to Pass//No Credit, you will not be able to reverse your decision. A list of colleges accepting Pass grades is listed at the end of this document.

Change in Graduation Requirements/Opportunity for Credit Recovery: Pertains to the Class of 2021 and 2022

Any student who was enrolled in 11th or 12th grade during the 2020-21 school year and who is not on track to graduate in four years is exempt from all local graduation requirements beyond the state-mandated courses.

- These students will be provided with opportunities to complete state-mandated courses required for graduation, which may include, but are not limited to, completion of the coursework through an additional year of schooling (a fifth year of high school) or credit recovery.
- For the Class of 2022, we will notify eligible students and their parents/legal guardians during the summer to develop a signed graduation plan for the 2021-22 school year.
- For the Class of 2021, we will review transcripts to include all coursework taken, including any coursework completed during the summer. If your student meets state-mandated graduation requirements, they will be eligible to obtain a high school diploma. Your school will notify you of how to collect your student's graduation diploma.

For the 2020–21 through 2023–24 school year, the following postsecondary institutions will accept, for admission purposes, a transcript with a Pass or No Credit grade instead of a letter grade for an applicant pursuant to Education Code Section 49066.5(b).

Official Postsecondary Institution Name

California State University Schools:

California State University, Bakersfield
California State University Channel Islands
California State University, Chico
California State University, Dominguez Hills
California State University, East Bay
California State University, Fresno
California State University, Fullerton
Humboldt State University
California State University, Long Beach
California State University, Los Angeles
California State University Maritime Academy
California State University, Monterey Bay
California State University, Northridge
California State Polytechnic University, Pomona
California State University, Sacramento
California State University, San Bernardino
San Diego State University
San Francisco State University
San José State University
California Polytechnic State University, San Luis Obispo
California State University San Marcos
Sonoma State University
California State University, Stanislaus

University of California (UC) Schools:

UC Berkeley
UC Davis
UC Irvine
UC Los Angeles
UC Merced
UC Riverside
UC San Diego
UC San Francisco
UC Santa Barbara
UC Santa Cruz

Saint Mary's College of California
Holy Names University
Pitzer College
University of La Verne
Westmont College
Santa Clara University
University of Saint Katherine
University of Southern California
ArtCenter College of Design
California Baptist University
University of San Francisco
La Sierra University
Mount Saint Mary's University

For updates on this college list, please visit
<https://www.cde.ca.gov/ci/gs/ps/ab104surveyresults.asp>

High School Counselors Contact List

HS Counselor	School	Email
Suzy Chavez	Oscar De La Hoya Animo Charter High School	suzy.chavez@animo.org
Jackie Villalpando	Oscar De La Hoya Animo Charter High School	jackie.villalpando@animo.org
Priscilla Sanchez	Animo Inglewood Charter High School	priscilla.sanchez@animo.org
Reyna Casonova	Animo Inglewood Charter High School	reyna.casonova@animo.org
Landy Gutierrez	Animo Jackie Robinson Charter High School	lgutierrez@animo.org
Xavier Lovo	Animo Jackie Robinson Charter High School	xavier.lovo@animo.org
Rollin Sam Matthews	Animo Leadership Charter High School	rollin.matthews@animo.org
Stacie Cruz	Animo Leadership Charter High School	stacie.cruz@animo.org
Lydia Fernandez	Alain Leroy Locke College Preparatory Academy	lydia.fernandez@animo.org
Jessica Morales	Alain Leroy Locke College Preparatory Academy	jessica.morales@animo.org
Jorge Martinez	Alain Leroy Locke College Preparatory Academy	jorge.martinez@animo.org
Steve Villanueva	Alain Leroy Locke College Preparatory Academy	steve.villanueva@animo.org
Elizabeth Gutierrez	Animo Pat Brown Charter High School	elizabeth.gutierrez@animo.org
Leticia Oregel-Reyes	Animo Pat Brown Charter High School	Leticia.reyes@animo.org.
Moses Kulee	Animo Pat Brown Charter High School	moses.kulee@animo.org
Iris Aragon	Animo Ralph Bunche Charter High School	iris.aragon@animo.org
Jorge Dominguez	Animo Ralph Bunche Charter High School	jorge.dominguez@animo.org
Christiane Bell	Animo South Los Angeles Charter High School	christiane.bell@animo.org
Alex Harpole	Animo South Los Angeles Charter High School	aharpole@animo.org
Carol Moreno	Animo Venice Charter High School	cmoreno@animo.org
Jessica Cervantes	Animo Venice Charter High School	jessica.cervantes@animo.org
Gloria Guevara	Animo Watts Charter High School	gloria.guevara@animo.org
Tameika Hildreth	Animo Watts Charter High School	tameika.hildreth@animo.org
Tyler Williams	Animo City of Champions	tyler.williams@animo.org
Janira Colmenares-Figueroa	Animo City of Champions	janira.colmenares-fi@animo.org

**GRADE CHANGE APPLICATION
SCHOOL YEAR 2020–2021**

Instructions:

Parents of students shall complete the form below to request a grade change for the 2020–21 school year. Fill in all fields, sign the form, and submit to your child's local educational agency.

Student Information:

First Name: Last Name:

Student ID: Student Grade: 9 10 11 12

School Information:

School Name: _____

Semester: Fall Spring Summer

Term (Block Schedule): Term 1 Term 2 Summer

Courses to be changed:

Course Code	Course Title	Teacher Name	Current Grade	Grade Change P/NP

Education Code:

Pursuant to *Education Code* Section 49066.5 (2)(b): The parent, guardian, or education rights holder of a pupil or, for a pupil 18 years of age or older, the pupil who was enrolled in high school and enrolled in a course during the 2020–21 school year may apply to the pupil's local educational agency to have a letter grade earned for that course, as reflected on the pupil's transcript, changed to a Pass or No Pass grade.

Parent/Guardian/Education Rights Holder Signature:

Today's Date