

**Welcome to MassArt!**  
 Please take a moment to read this important information for COF students.

**Important Dates to Remember for Fall 2021**

September 2	First day of Classes, Fall 2021* Add/Drop Period Begins <b>*Please note this may be different than your home institution</b>
September 21	Last day to add or drop a course <b>Add/Drop forms are available in the Registrar's Office.</b>
September 22	Course Withdrawal Period Begins
October 11	Indigenous People's Day - No Classes
November 11	Veteran's Day - No Classes
November 16	Last Day to Withdraw from Fall 2021 Classes
November 24 - 28	Thanksgiving Break - No Classes
December 1 - 23	24 Hour Access - Fall 2021
December 15	Last Day of Classes
December 16 - 23	Final Exam/Review Week (Check With Your Instructor)

**\*Please note that cross-registered students may get permission from their home institutions' residence life office for early arrival/late departures if there is a conflict between the two institutions' schedules.**

**Grades**

The deadlines for posting grades at MassArt may be different from those at your home institution. **\*\*\*If you are planning to graduate from your home institution in DECEMBER**, please note the due date of MassArt's final grades. If your home institution has a different due date for final grades, please speak with your MassArt instructor as soon as classes start to ask if they will be able to submit your final grade by that date. This is imperative, as it could interfere with your degree completion if this is not clarified ahead of time with your MassArt instructor.

**Add/Drop Period**

**Before attempting to add into a class, please call the Registrar's Office at 617.879.7272 to see if there is space available.** COF students wishing to add or drop a course must adhere to MassArt's deadlines. The add-drop process for a cross-registered course involves both the host and home institution. The student must complete an add-drop form from MassArt's Registrar's Office, and then bring a copy to their home institution's registrar office. The process is not complete until both steps are taken.

**Grading Policy**

**Two grading systems are used at MassArt**

1. Letter grades (A, A-, B+, B, B-, C+, C, C-, D, F, Incomplete, W) are given in the following courses:
  - Liberal Arts
  - Art Education
  - Fashion Design, Communication Design, Industrial Design, Animation, Illustration, and Architectural Design
  - History of Art
2. Pass/ No Credit / Incomplete / W / grades are given in the following courses:
  - First year studio courses (Studio Foundation - SFDN)
  - Film/Video, Photography, Studio for Interrelated Media
  - Fine Arts 2D - Painting, Printmaking
  - Fine Arts 3D - Ceramics, Fibers, Glass, Jewelry/Metalsmithing, Sculpture

**IMPORTANT**

**If you want to take a class that is graded P or NC (Pass or No Credit) make sure your school will accept it. MassArt cannot provide traditional A thru F grades for classes that graded P or NC within MassArt.**

**MassArt Email**

You will receive your MassArt NetID (your MassArt email address) within 3 – 7 business days. It is mailed to the physical address that you provided on your COF Cross-registration form. If you do not receive the NetID document please contact the Helpdesk at: 617.879.7888 or by email: [helpdesk@massart.edu](mailto:helpdesk@massart.edu)

**Online Course Work**

- If your course has an online component you will be logging in to Moodle to access it. You will need your MassArt email username and password to do this. The link to Moodle is: <https://moodle.massart.edu>
- Access your current course links in the menu on the left below "My courses", or click "Dashboard" and "Courses", then select "In progress", "Future" or "Past". You may also scroll down to the Course Categories lists, and open a current department course list to access a course link.
- For assistance with Moodle please email: Hubert Hohn, [hhohn@massart.edu](mailto:hhohn@massart.edu)

**Schedule Information and Questions**

If you have questions about cross-registration schedules or availability of classes please email: [registrar@massart.edu](mailto:registrar@massart.edu)

For questions about your specific schedule or grades email: Marc McNulty, [mmcnulty@massart.edu](mailto:mmcnulty@massart.edu)

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**Office of the Registrar**  
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