

## Undergraduate Pass/Fail Policy

The pass/fail grading option is intended to encourage students to explore topics and disciplines outside of their immediate area(s) of study, while minimizing the risk of adversely impacting their cumulative grade point average.

Undergraduate students can elect the pass/fail grading option for one course per semester beginning freshman year, to a maximum of 12 credits. Courses taken under the Spring 2020 pass/fail option do not count towards this limit. There is no minimum GPA requirement to elect the pass/fail grading option.

Courses that are requirements of the student's major(s), minor(s) or concentration(s) do not qualify for the pass/fail grading option. General electives (electives outside of a student's major, minor and/or concentration) and courses taken to fulfill core curriculum requirements are eligible for the pass/fail grading option, with the exception of UNV101, UNV102, PHL225 and RTS225. Requirements of the Pell Honors program are also excluded from the pass/fail grading option. A student should not elect the pass/fail grading option for courses that are prerequisites for admission to graduate and/or professional programs of their choice.

In order to request the pass/fail grading option for a course, the student must complete the appropriate [online form](#) and submit it to the registrar's office. The student should carefully review the requirements of their intended major/minor before electing the pass/fail option. It is recommended that the student discuss this decision with his/her academic advisor prior to completing the form, particularly if the student is unsure whether a course is a requirement of his/her major, minor, concentration, or a pre-requisite for admission to relevant graduate or professional programs.

Faculty will submit a final **letter grade** for each student, which will subsequently be converted to a Pass/Fail grade by the registrar's office. A grade of D or better will merit a pass (P), while a grade below a D will merit an F.

A passing grade will not be included in the cumulative grade point average, but a failing grade will factor into the calculation.

Students must make their request for the pass/fail grading option no later than the withdrawal deadline for that semester. Pass/fail grades are final and cannot be reverted to a letter grade at a later date.