

Office of Academic Affairs

March 25, 2020

Temporary Adjustments to Policy on Grading for Undergraduate and Graduate Courses for Spring 2020

In response to the COVID-19 pandemic, Webster University has moved all coursework to remote learning for the Spring 2020 semester and is committed to ensuring that students complete Spring 2020 courses and progress in their degrees. In consideration of 1) the adjustments that faculty are making to deliver course content online, which are significant in several programs and courses, and 2) the steps students have taken to prepare themselves for these adjustments and other aspects of remote learning, Webster University will adjust its grading policy for Undergraduate and Graduate courses in the following ways:

Undergraduate Courses

Current Undergraduate Studies Catalog, Academic Policies, Grading System:

Pass/Fail System: “In courses using the letter grade system, a student may choose, with the instructor's agreement, to take the course Pass/Fail. **The student must choose this option by the end of the second week of class.** This option may not be available in courses taken at international campuses.”

P: Satisfactory work; credit is awarded; is not calculated into GPA.

F: Unsatisfactory work; no credit is awarded; calculated into GPA as 0 points.

New, Temporary Policy on Pass/Fail System for Undergraduate Spring 2020 Semester and Spring 2 Courses

“In courses using the letter grade system, a student may choose, with the instructor's agreement, to take the course Pass/Fail. **The student must choose this option by April 24, 2020 (the deadline for withdrawal for Spring 2 courses; deadline for withdrawal for Spring semester courses is April 10).** **Instructors shall consult with their department chair regarding the use of the P/F option.** This option may not be available in courses taken at international campuses.”

P: Satisfactory work; credit is awarded; is not calculated into GPA.

F: Unsatisfactory work; no credit is awarded; calculated into GPA as 0 points.

Notes:

- There may be reasons that the Pass/Fail option is not a good choice for students, such as licensure, transfer credit impact, graduate school applications, specialized accreditation, international student status, financial aid/satisfactory progress issues, and

certain scholarships. Students should speak to their advisors if they have questions about choosing the Pass/Fail option.

- The policy describing criteria for the Dean's List remains unchanged. Students who earn a 3.80 and "complete at least 12 credit hours at Webster University, of which no fewer than 6 credit hours must have regular letter grades" are named to the Dean's List. Therefore, full-time students could utilize the Pass/Fail option for at least two 3-credit hour courses for Spring 2020. Advisors and faculty members should be sure that students are aware of the Deans' List policy.
- Given the extended time for students to request the Pass/Fail option, faculty should continue to evaluate students' work according to the letter grade system to ensure letter grades can be given as appropriate.

Graduate Courses

Current Graduate Studies Catalog, Academic Policies, Grading System:

The Graduate Studies Catalog provides a Credit/No Credit option for School of Education students only, as follows:

Grading System: "School of Education students only may choose to receive Credit/No Credit, rather than a letter grade, by completing a grade choice form by the second week of classes. Education students must complete 33 credit hours with a B average or the equivalent."

CR: Credit awarded; not calculated into GPA.

NC: No Credit; defined as unsatisfactory work; calculated into GPA as 0 points.

New, Temporary Policy on Credit/No Credit System for Graduate Spring 2020 Semester and Spring 2 Courses

Grading System: Due to the complexity of many graduate programs, including requirements for specialized accreditors and licensures, graduate students will receive guidance from the schools/colleges and programs regarding adjustments, if any, to grading options for their courses. In addition to the School of Education, the Walker School of Business & Technology, the School of Communications, the College of Arts & Sciences, and the Leigh Gerding College of Fine Arts are approved to utilize the CR/NC option as determined by deans, chairs, and program heads. In addition, all schools/colleges may extend the deadline for graduate students to opt for the CR/NC option up to April 24, 2020, and they may require a minimum number of credit hours that must be completed in the program with a B average or the equivalent.