Policy Number: 76-1 Last Revised: 09/05/00

GRADING – ALTERNATIVE MODES*

Pass/Fail Option (P/F)

Undergraduate students may elect a pass/fail option in free elective courses only under the policy and procedures as outlined below. Graduate students may not elect the pass/fail option.

- 1. The P/F grade is an undergraduate student option; this grade may not be initiated by an instructor. A student declares the desire for the P/F option at registration or during the published drop/add period. No change in the grading option (i.e. pass/fail to letter grade or letter grade to pass/fail) is allowed after the last day to add/drop. The class and grade lists will not indicate that this option has been selected by a student. The instructor will assign a regular A-F grade on the grade list and it will be automatically recorded as P or F by the Registrar. The minimum passing grade is a D-. As of Fall 1996, a failing grade is recorded as F. Before that date the failing grade was E.
- 2. P grades do not affect the student's gpa, but an F is included in the gpa. Credits for all P grades count toward cumulative degree requirements and are totaled as credits completed on the transcript.
- 3. Only one P/F course may be selected in a given quarter and ten is the maximum number of P/F credits from Seattle University allowed toward a bachelor's degree.
- 4. None of the courses which satisfy university core, college requirements or major requirements may be taken with the P/F option. Should the student select a course P/F and change majors so that the course would be required, the student's dean will make the final determination as to applicability of the credit toward graduation.
- 5. If a student selects the P/F option and withdraws or takes an I grade in the course, these two grades take preference over the option and will be recorded as I or W. When a student removes an I grade after selecting the P/F option, the instructor submits the regular A-F letter grade, which the Registrar will then record as P or F.
- 6. When advising, faculty should caution transfer students that the P/F option may affect graduation with honors. A 90 credit minimum in regularly graded (A, B, C, D) courses is required with the appropriate gpa for honors eligibility at graduation. (Policy #75-21)

Credit/Fail (CR/F)

Courses designated by departments as available only for credit or no credit are graded as CR (credit) or F (fail) and each should be so designated in the Catalog course description. When passed with the minimum acceptable standard of D- or above (for undergraduate) and C or above (graduate), the course will be graded by the instructor as CR and credit will be granted. There will be no effect on the grade point average. Should the student fail to satisfy the instructor's minimal expectations, the course will be graded by the instructor as F and will be included in the grade point computation. For an undergraduate to qualify for graduation with honors, a minimum of 90 credits must be completed at Seattle University graded A through D-. Credits from mandatory CR/F courses will not count toward the 90 minimum unless the course is a required component of the major, in which case the minimum graded credit requirement is reduced to 80 credits.

Credit/No Credit (CR/NC)

The credit/no credit grading option, approved in 1970 and amended in 1972 and 1974, was changed in Fall 1988 from a student's option to the grade assigned only when a credit-by- examination is completed. Only undergraduate courses may be attempted via credit by examination.

The minimum achievement level for receiving credit (CR) on a credit-by-examination is C; performance below that level results in no credit (NC). Although normally a regular letter grade is required for university core courses and for those courses which apply to the major, the CR given on the basis of C achievement in a credit by examination may satisfy core and major requirements. Neither CR nor NC affects the grade point average. Regulations for credit by examination are listed in the *Undergraduate Catalog*.

*Previous title: Credit/No Credit Grading Option (Previous policy memos on this topic were issued under #70-7 dated 8/12/70, 72-1, 74-1, all of which are superseded by #76-1 first dated 5/13/76, revised 01/12/93, 8/7/96, 8/21/97.)