Pass/Fail Option Guidelines for Students and Advisors
Version 5/1/2020

1. Academic Honors at Undergraduate Graduation: The baccalaureate degree with distinction, awarded to students who have maintained a high degree of scholastic excellence, is of three grades; cum laude, which requires a grade point average of 3.40; magna cum laude, a grade point average of 3.70; and summa cum laude, a grade point average of 3.90. Pass/Fail grades are not considered in the grade-point average calculation.

   To be eligible for graduation honors, transfer students must have earned 60 credits at the University of Dallas with a letter grade. The grade point average used to qualify for honors is computed on the basis of the total program submitted for the degree. Transfer grades will not make a student eligible for UD honors. Faculty Medals and Stipends are awarded at commencement exercises each year to the two graduating seniors with the highest overall averages.

2. Academic Probation: Any student on Academic Probation should verify that it is okay to convert a grade to Pass/Fail with Assistant Dean Sheila Howard (showard@udallas.edu) for COB, Associate Dean David Andrews for Constantin (Andrews@udallas.edu) or Dean Whapham (twhapham@udallas.edu) for SOM.

3. Academic Success: If you are finding it difficult to meet with all your students or advisor in time to discuss the pass/fail option, Matt Spring and Daniel Adams are also happy to serve as "overflow" advisors and meet with any student whose availability does not match that of their advisor. Students can schedule appointments with Matthew Spring by clicking here or with Daniel Adams by clicking here.

4. AP Credit: Students seeking to retroactively obtain AP credit by passing an upper-level course with a "B⁻" or better grade should not opt for the Pass/Fail option for that qualifying course.

5. Education Licensure: Students seeking education licensure must maintain a minimum 2.75 GPA in content areas, as well as a minimum 2.75 cumulative GPA. Please seek guidance from your education advisor prior to adopting a pass/fail option in disciplinary classes which will not impact GPA.

6. Financial Aid: Guidelines for scholarship renewal are here: https://udallas.edu/offices/finaid/undergrad-fa/scholarship-renewal.php. POLICY change for the Spring 2020 semester: we will NOT be reviewing 4th semester student transcripts for UD scholarships.

   Here is the link to the satisfactory academic progress (SAP) policy which will still apply: https://www.udallas.edu/offices/finaid/undergrad-fa/undergrad-satisfactory-progress.php

7. 4 + 1 Programs at the University of Dallas: Students enrolled in 4+1 programs in Braniff or the College of Business should not opt for the Pass/Fail option on courses that count toward their graduate degrees.

8. Graduate Programs (non-UD): The following is from https://undergraduate.northeastern.edu/research/news/covid-19-pass-fail-and-your-fellowship-and-graduate-school-plans/ "Applications to graduate schools involve many different components and an anomalous grade during a pandemic is unlikely to make or break your future. They are looking for broader patterns of success in a number of places. That said, the process involves so many different departments, where decision-making about admission gets made, that uniform advice is difficult. Our faculty experts' general advice is that the people who make graduate school decisions are people living through this disruption, just like you, and taking one or two courses Pass/Fail, even in core courses, will not harm your chances of getting into graduate school, particularly if you have strong grades otherwise. However, not doing as well as you might otherwise have done *will also not* harm your chances either and will certainly be understandable to reviewers given the situation. Again, particularly true if your other grades are strong. What we've heard from folks is that if you think you may earn a B- or below in an *in-major course*, consider going Pass/Fail. Otherwise, B or above, better to take an in-major course for a grade if your plans involve graduate school. *Remember, you and your references can always explain exigent circumstances in your application materials, whether they are COVID-19 related or not.* In any case, reach out to your professors, most of whom will likely be understanding and help to accommodate health or family related needs." Also, remember, you don't need to decide until your grades are posted in May. Why don't you wait and see what your grades are at the end of the semester before worrying about changing to pass/fail?

9. Incomplete Grades: Students taking an incomplete grade for the spring semester will not be able to use the Pass/Fail option unless they can do so within the allowed windows for the letter grade to Pass/Fail conversion. Those dates are:
   - Graduating seniors will have between 5 p.m. on Thursday, May 14 and 5 p.m. on Saturday, May 16 to elect to change any grade to a "Pass" or "Fail."
   - All other undergraduate students will have between 5 p.m. on Tuesday, May 19 and 5 p.m. on Tuesday, May 27 to decide to convert any grade to a "Pass" or "Fail."

10. Nursing Students: TWU has not answered this question definitively. See advice for Pre-Health Students and talk to the Nursing Director – Dr. Deanna Soper (dsoper@udallas.edu).

11. Pre-Health Students: Individual policies vary depending on the program. It is recommended that students research the specific policy of the institutes they plan on applying to before making a decision. TX public medical, dental, and veterinary schools (TMDSAS) agree that all prerequisite courses that were transitioned to an online format in the Spring 2020 and Summer 2020 academic terms will be applied towards the education requirements; however, they would prefer to have the letter grades. TMDSAS schools convert plus and minus grades to the nearest letter; for example, a B plus grade becomes a straight B, while a B minus also converts to a straight B. For medical schools outside of TX, students should look at the school's website before making a decision. For questions, consult UD's pre-health advisors

contact Dr. Frank Doe doe@udallas.edu or Dr. Drew Stenesen dstenesen@udallas.edu and for pre-pharmacy contact Dr. Steinmiller esteinmiller@udallas.edu.

12. Pre-Law Students: From https://undergraduate.northeastern.edu/research/news/covid-19-pass-fail-and-your-fellowship-and-graduate-school-plans/ "Law school admissions tend to be a bit more standard across institutions. The advice prior to COVID-19 for applicants still seems mostly relevant. In normal times, the Law School Admission Council (LSAC) does not compute/convert courses taken Pass/Fail into their GPA calculations. The goal is not to take too many courses Pass/Fail, avoid taking courses that are prerequisites or in your major Pass/Fall, and get a high overall GPA. Because of the COVID-19 circumstances and the fact that Pass/Fail is an official" policy of many prestigious law programs, law school admissions committees will no doubt look at any pass/fail grades you have this semester kindly. "In your application, you would also have the opportunity to disclose any impacts the crisis might have had on your performance. Admissions will still vary by institution, though, so try to do well in courses that are in-major and pre-requisites to avoid having to use Pass/Fail, but if you think you will earn a B- or below in your major courses, take the option."

Re-evaluate your situation in May. If you have questions, ask your advisor or the pre-law advisor Dr. David Upham.

13. Prestigious Scholarships and Fellowships: Those of you in hope to apply for Fulbrights, Rhodes, Marshall, Mitchell, NSF, Goldwater and other prestigious national scholarships and awards *should* strive to get the highest letter grades possible. There are no clear guidelines for all of these foundations at this time. Because of the circumstances behind this semester, there will no doubt be some flexibility with their requirements. Again, from fellowship advice from Northeastern University: "Many fellowship competitions involve some type of application to a graduate program, so the advice above pertains. They likely also involve applications sent not to graduate programs but to fellowships selection committees. These selection committees are likely to be quite understanding and are seeking people with patterns of success in cultural engagement, intellectual work, leadership, and service. If the pattern is strong prior to this semester, making sense of an anomaly will be possible. The applications exist to introduce you to selection committees and to help you and them make sense of your life experience so far. Do your best and make your decisions in conversation with your professors, faculty mentors, and our office." [At UD, talk to Gaby O'Neill goneill@udallas.edu]

14. Rome applicants: If your Rome application was waitlisted or denied for academic reasons, please contact Mrs. Davies once grades are posted if you are considering taking the Pass/Fail option. You may also make an appointment with Mrs. Davies at any time during the spring semester by clicking here.

15. Veteran's Benefits: From military.com - "Hot on the heels of many colleges switching from on-campus to online classes during the COVID-19 pandemic, many GI Bill users are being

told their schools are also switching from letter grades to pass/fail courses. Will this affect GI Bill payments? The short and definitive answer is: No.

In fact, the law specifies that you will receive your GI Bill benefits as long as the classes you take count toward your degree." (Military.com)

If students receive a NP (no Pass) or F in a P/F course, UD would have to report that to the VA, and then it would be counted as an audit. The VA does not pay for audits; therefore, student hours would be reduced, the amount reported to the VA for payment would be reduced, and students may have to pay back the VA. Just a caution to VA benefits recipients.

Please contact Josh Skinner (jaskinner@udallas.edu) or Sandra Morgan (smorgan@udallas.edu) for more information.