Capital University Spring 2020 Undergraduate Pass/Fail Option FAQs

Why is Capital offering an expanded Pass/Fail (P/F) Option for Spring 2020?

We are sensitive to the fact that many students have encountered unanticipated stressors as a result of the COVID-19 crisis. Students, their families, and communities are experiencing new challenges, and we are aware that these factors can increase cognitive load and can disrupt typical focus in some classes. In addition to the Pass/Fail Option, please know we have campus resources available remotely to help with these challenges. Reach out to us at success@capital.edu, advising@capital.edu, or healthinfo@capital.edu for assistance.

What is our usual Pass/Fail policy?

2019-20 Capital University Bulletin Policy on Pass/Fail
The usual P/F policy can be found in the Bulletin here: http://bulletin.capital.edu/content.php?catoid=12&navoid=427#grad_grad_proc

Who should be particularly cautious about opting for Pass/Fail and why?

Students in licensure programs, including Athletic Training, Education, Nursing, and Social Work. Students in these majors must consult with their faculty advisor, program chair, or dean before electing P/F. A “P” grade in a required course could be a barrier to licensure or progression in these majors. Due to licensing requirement, courses with a NURS prefix cannot be taken P/F.

Students planning to attend graduate or professional school. Many graduate schools have historically not looked favorably on P/F grades, particularly in courses that are prerequisites for the graduate program. Graduate programs may make allowances for the SP2020 COVID-19 crisis, but we cannot predict or promise that.

Students planning to transfer to another institution to continue their baccalaureate education. Historically, institutions have not allowed credit to transfer with a “P”. Institutions/programs may make allowances for the SP2020 COVID-19 crisis, but we cannot predict or promise that.

Students using an employer tuition benefit to pay for or seek reimbursement for tuition. These students should check with the employer to make sure that the P/F option will not disrupt their eligibility for reimbursement.

What are the details of the Undergraduate Pass/Fail Exception to Policy for Spring 2020?

SPRING 2020 Pass/Fail (P/F) Exception to Policy
1. A student will be permitted to use the P/F option for any undergraduate course(s), including in the major, minor, signature learning/general education curriculum, and electives. Please note the special circumstances that affect some degree programs and specific cautions above.
2. Students can opt for P/F on a course by course basis. The standard grading scale noted on the syllabus will apply, as will all course requirements. Instructors will issue a letter grade for the final grade.
3. Completion of the Pass/Fail Course Grade Option Form-Spring Semester 2020 (delivered via Capital email) will result in a “P” or “F” appearing on the semester grade report and transcript for any P/F course opted by the student.
4. The Pass/Fail Course Grade Option Form is due by Tuesday, April 21, 2020 at 5 p.m. No exceptions will be made. Opting for a P/F in a course is a final decision, and cannot be reversed.
5. A “P” is assigned and placed on the academic record when the final grade submitted is passing (A-D). A “P” does not affect the GPA, but earns credit.
6. If the instructor assigns an “F” for the course, the “F” will stand and will be calculated in the student’s grade point average. An “F” does not earn credit.
7. Students who DO NOT opt for a P/F will receive the earned letter grade on their Spring 2020 grade report and transcript.
8. The P/F cannot be used for a course if it is being taken as a repeat for a previously graded course or a P/F course.
9. In order to be eligible for Academic Distinction in Spring 2020 (Dean’s, Provost’s, President’s List), a student must still complete at least 12 hours of credit on a graded A-F basis, per Bulletin policy.
10. Students who do not wish to take any classes P/F do not need to complete the Pass/Fail Course Grade Option Form; they will receive the letter grades assigned by their instructors.

How will faculty grade students who opt for P/F?

Faculty will not know which of their students have selected the Pass/Fail Option and will assign a letter grade for every student in every course. Students are expected to complete all requirements for the course, and the same grading standards and course policies apply to all students.

Faculty should not ask and students should not indicate to faculty if they are taking the class for a letter grade or P/F. The intent is for faculty to be blind to the grading condition so that grading is unbiased.

If a student has opted for P/F in a course, when submitted grades are verified by the Registrar a grade letter A-D will convert to a “P”, and a grade letter F will remain an “F” on the final grade report and student record/transcript.

How does P/F affect my GPA?

A “P” earns credit and has no impact on the GPA. An “F” counts in the GPA, and does not earn credit.

What are the implications for my financial aid?

Students receiving Capital or federal aid as a result of a financial aid appeal this semester, please look over your approved appeal email to know the criteria you need to maintain to continue to receive aid for next semester. These criteria could include an increase in cumulative GPA and a completion rate of 67 percent of courses attempted.

Maintaining a cumulative GPA of 2.0 is necessary to keep your Capital financial aid.

If students have specific questions about their financial aid situation, we recommend they reach out to our Financial Aid team at finaid@capital.edu for consultation.

Can I change my mind once I declare a course Pass/Fail on the designated form?

No, a Pass/Fail election is final.

Who should I ask if I have questions or need advice about the P/F option?

Students with questions should consult with department chairs or deans, faculty advisors, or the advising office (advising@capital.edu).