

## **Spring 2020**

### **No Pass Grading Option – Graduate Students (GUIDE FOR FACULTY)**

Otis College of Art and Design has adopted a temporary No Pass grading option for graduate courses impacted by the transition to on-line instruction, effective immediately for the spring 2020 semester. Students may elect to change their mode of final grading to No Pass (NP) instead of Fail (F) through the last day of the term, which is May 5. They may choose to take none, some or all of their courses as NP instead of F this term only.

To avoid any additional work for faculty, faculty do not need to, and should not, change anything about their grading methods and should continue to grade students using a P/LP/F grade system throughout the remainder of the semester, including submitting a normal P/LP/F for the course. If a student wishes to choose NP, they will complete a NP form, and the Registrar will change the F you submit to a NP grade on the student's transcript.

This policy was created in consultation with several stakeholder groups, including the Provost's Office, Department Chairs and Academic Directors, Academic Advising, the Registrar, Enrollment Management, and the President.

- A grade of P or LP indicates the graduate student has passed the class. A grade of NP indicates the student has not passed the class.
- If the student receives a grade of NP, the course will not count toward academic progress and graduation requirements.
- An NP will not result in Probationary or Dismissal status – unlike the standard Fail (F). A Fail (F) does result in Probationary or Dismissal status.
- Deadline for students to submit requests to change the grading option to No Pass is the last day of the semester – **May 5**.

#### **Details about NP:**

##### **1. What is No Pass (NP)?**

The college recognizes this as a very unusual semester and wants to expand students' grading options to help mitigate anxiety about the transition to a changed course delivery. No Pass is a way of taking a class without worrying about being placed on Probation or being dismissed. Many students choose this option because it allows them to take courses without worrying about how their performance in these courses will affect their Probationary status.

##### **2. Will a student receive the credits for courses in which they earn a NP?**

No.

##### **3. If a student earns an NP will the course count toward degree requirements?**

No.

**4. What is the benefit of choosing the NP option?**

Receiving an NP will not result in probation or academic dismissal.

**5. Is the No Pass option available for all courses this spring 2020 semester?**

Yes, as long as a student elects the NP option by the deadline of May 5. If they do not elect NP by May 5, they will receive an F for a course they do not pass. To elect NP they must inform the Registration Office by completing the *Change of Grading Option* form.

**6. Does a student need department approval to change their grading option to NP?**

No. Students do not need the department's approval to change their course grading option to NP.

**7. Will the instructor of the course know if the student is taking the class as NP?**

No. The student informs the Registration Office that they will be taking the course NP by submitting the *Change of Grade Option form*. The Registration Office will assign the P, LP or NP depending upon the grade the instructor submits. Instructors should grade as they always have: P/LP/Fail.

**8. Can the student just tell their instructor that they want a NP grade?**

No. Instructors need to continue to use the standard grading system (P/LP/Fail) and the change will be made by the registrar's office when final grades are posted.

**9. If the student chooses to take the course for NP, what do they have to do?**

Complete the *Change of Grade Option form* by the last day of the semester - May 5th.

**10. If the student gets an NP in a course, can they continue on to the next course in the Fall?**

An NP is not a passing grade. Failure to receive a passing grade (NP) in course this spring may impact progress in students' studies this fall. If a student receives an NP it is required that they speak with the program advisor or Chair regarding course requirements and options for the Fall 2020.

**11. What if a student plans to graduate this May?**

An NP is not a passing grade. Students must pass all required courses and earn the required number of credits to graduate. If a student is unsure about how an NP could impact their ability to graduate this semester, they should speak with their program advisor.