Spring 2020

Pass/No Pass Grading Option – Undergraduate Students

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

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.

- Undergraduate students may elect to take courses on a Pass/No Pass (P/NP) basis. A minimum grade of C is required for a P. Grades of C-, D and F will earn an NP.
- Courses taken under the Pass/No Pass option will count toward academic progress and graduation requirements if the student receives a grade of P in the course. If a student receives a grade of NP they will not receive credit for the course and will need to retake the course.
- Courses taken under the Pass/No Pass option will not affect a student’s cumulative grade point average.
- Deadline to submit requests to change your grading option to Pass/No Pass (P/NP) or to opt out of the P/NP option is the last day of the semester – May 5.

Here is the link to the Change of Grade Option form:

https://otiscollege.formstack.com/workflows/change_grading_option

Details about the Pass/No Pass (P/NP) grading option:

1. What is Pass/No Pass?

The college recognizes this as a very unusual semester and wants to expand your grading options to help mitigate anxiety about the transition to a changed course delivery. Pass/No Pass (P/NP) is a way of taking a class without worrying about how it will affect your cumulative grade point average (GPA). As long as you satisfactorily complete the course (at the C or better level), you will receive a “Pass (P)” on your transcript. If you finish the course at the F level, you will receive a “No Pass (NP)” on your transcript. If you choose the P/NP option when receiving a C- or D, the Registrar will contact you to discuss the grading option that is in your best interest. Neither P nor NP will affect your GPA. Many students choose this option because it allows them to take courses without worrying about how their performance in these courses will affect their grade point averages.

2. Will I still receive the credits for courses taken Pass/No Pass?

Yes, if you receive a P. No, if you receive a NP. If you complete the course at the C or better level, you will receive a “Pass (P)” on your transcript. If you finish the course at the C-, D or F level, you will receive a “No Pass (NP)” on your transcript.
3. Will courses taken P/NP count toward my degree requirements?

Yes, courses taken for P/NP grades in which you receive a grade of P during Spring 2020 will count towards academic progress and graduation requirements.

4. If I want to transfer to another college or apply to graduate school how will Pass/No Pass grades be evaluated?

While you will receive credits for courses completed with a P, they are not used to compute your Otis grade point average. However, if you should attempt to transfer these courses to another college or university or if you apply to graduate school some colleges and universities may count a P as a “C” when computing your GPA for admission. Note: Since many colleges are following similar P/NP procedures for spring 2020 only, they may update exceptions for this semester. Contact the specific school for more information.

5. Are there any disadvantages in choosing the Pass/No Pass option?

Yes. If you get a NP, you will not receive any credits for the course. For example, if you receive a C- or a D in a course and take it for a letter grade, it will affect your grade point average but you will still receive units in the course and credit toward your degree. However, if you take the same course under the Pass/No Pass option and receive a C- or a D, you will not receive the units in the course or credit toward your degree requirement. There are advantages and disadvantages under either option. As described in #4, if you transfer to another college or university, and especially if you have plans to attend a specific graduate school, you should inquire about their GPA policy as it relates to P/NP.

6. Is the Pass/No Pass option available for all courses this spring 2020 semester?

Yes, as long as you elect the P/NP option by the deadline of May 5. You will receive a letter grade for a course unless you inform the Registration Office that you choose to take the course P/NP by completing the Change of Grading Option form.

7. Do I need department approval to change my grading mode from a letter grade to P/NP?

No. You do not need the department’s approval to change your course grading option from a letter grade to a P/NP. But it may be to your benefit to consult with your department’s academic advisor or the Academic Advising Office if you are unsure or have questions about which grading option to choose.

8. Will the instructor of the course know I’m taking the class P/NP?

No. If you have informed the Registration Office that you will be taking the course P/NP by submitting the Change of Grade Option form, the Registration Office will assign you a P or NP depending upon the letter grade the instructor submits for you. If you earn a grade of C or higher, your transcript will show a "P"; if you earn a C- or D, you will be given the option to change back to regular grading to get credit in the class. If you earn an F, you will be given an “NP”.
9. Can I just tell my instructor that I want a P/NP grade?

No. Your instructor will continue to give you grades and the change will be made by the registrar’s office when final grades are posted.

10. If I choose to take the course for P/NP, what do I have to do?

Complete the Change of Grade Option form by the last day of the semester - May 5th. Below is the link to the form and the form is also posted on the Dashboard.

https://otiscollege.formstack.com/workflows/change_grading_option

11. What if I change my mind and decide that I would like to have the letter grade earned in the class.

If you would like to change your grading option from P/NP back to a letter grade, you will need to resubmit the Change of Grade Option form by the last day of the semester – May 5.

12. If I get an NP in a course, can I still continue on to the next course in my major in the Fall?

An NP is not a passing grade. Failure to receive a passing grade (NP) in any of your courses this spring may impact how you will progress in your studies this fall. If you receive an NP in your course(s) it is required that you speak with your studio department advisor or the Academic Advisement Office regarding your course requirements and options for the Fall 2020.

13. What if I am a senior who plans to graduate this May?

An NP is not a passing grade. You must pass all required courses and earn a minimum of 120 credits to graduate. If you are unsure about how an NP could impact your ability to graduate this semester, please speak with Academic Advising (One Stop).