

## MEMORANDUM

**TO:** Amy Nielsen, Executive Secretary  
Faculty Senate

**FROM:** Becky Bitter, Registrar's Office

**FOR:** Academic Affairs Committee

**DATE:** 2 March 2020

**SUBJECT:** Proposal to Revise Rule 50—Pass, Fail Grading Options

At its meeting on January 14, 2020, AAC approved a proposal from the Registrar's Office to revise Rule 50. This rule has not been revised for several years and contains language and procedures that are out of date.

For instance, the information about the limits for pass, fail grading as they apply to transfer students is not accurate. There is also outdated terminology that needs to be removed, e.g., Class 5 (a reference that used to refer to post-baccalaureate students) and Class 6 (a reference to graduate students). Finally, the rule has been updated to provide more information to be useful for students and others.

The Graduate Studies Committee reviewed and approved the proposed revision at its meeting on February 25, 2020. The Professional Health Sciences Committee reviewed and approved the revision on March 2, 2020. Finally, the Carson College of Business reviewed and approved the proposed changes.

Because the revisions are extensive, both the rule as it currently exists and the approved revision to the rule are presented without markup.

### **Current Rule 50:**

#### **50. PASS, FAIL GRADING OPTIONS**

Pass, fail options are available for undergraduate and graduate students. The advisor's approval is required for undergraduates. No courses designated as meeting University Common Requirements (UCOREs) may be taken pass, fail by any undergraduate. No more than two courses may be taken on a pass, fail basis during any given semester. Two courses is the limit for summer session.

A total of six courses may be taken on a pass, fail basis by students initiating and completing work for a baccalaureate degree at Washington State University. Students in the College of Veterinary Medicine with advisor approval may enroll for a total of six courses in the professional curriculum on a pass, fail basis, subject to the regulations listed above. University

Honors College courses may be taken on a pass, fail basis only with the permission of the Honors College Dean.

Class 5 (except those working on second baccalaureate degree) and Class 6 (graduate) students are eligible to take courses on a pass, fail basis, but such work cannot be in the student's official degree program or used for removal of a specific undergraduate deficiency. Credit hours earned under pass, fail are counted toward assistantship minimum hour requirements. There is no limit on the number of hours a graduate student may take on a pass, fail basis.

Allowances for transfer students are as follows:

**Transfer status upon entering WSU Pass/Fail Allotment**

1-44 credits	six courses allowed pass, fail
45-59 credits	five courses allowed pass, fail
60-74 credits	four courses allowed pass, fail
75-89 credits	three courses allowed pass, fail
90 and above credits	two courses allowed pass, fail

A student may change a pass, fail enrollment to a regular letter-graded enrollment, or vice versa, during the first three weeks of classes in a semester. After the third week and through the last day of instruction in a semester (end of the 15th week), only a pass, fail enrollment can be changed to a letter-graded enrollment.

The P (pass) grades earned by pass, fail enrollees will not be included in computing the grade point average; however, F grades earned by pass, fail enrollees will be included in grade point average computations. Departments and programs may deny their majors permission to take, on a pass, fail basis, courses in their major field or courses needed to meet departmental requirements. Departments have the prerogative of requesting, from the Office of the Registrar, the letter grade for courses a prospective major has taken on a pass, fail basis. Departments and programs may refuse to accept courses needed to meet the above requirements if the courses were completed on a pass, fail basis before the student was accepted into the department or program.

**Proposed Revision to Rule 50:**

**50. PASS, FAIL GRADING OPTIONS**

Pass, fail grading is a student-initiated option, whereby a student elects to take a letter-graded (A – F) course for a pass, fail (P, F) grade.

Pass, fail grading is available to students with the following provisions:

**Undergraduate Students:**

The university allows up to 21 credits to be taken at WSU on a pass, fail basis by students completing a baccalaureate degree at Washington State University. However, departments and programs may deny their majors permission to take, on a pass, fail basis, courses in their major field or courses needed to meet departmental requirements.

In addition, departments have the prerogative of requesting, from the Office of the Registrar, the letter grade for courses a prospective major has taken on a pass, fail basis.

Departments and programs may refuse to accept courses needed to meet requirements if the courses were completed on a pass, fail basis before the student was accepted into the department or program.

In all cases, the advisor's approval is required for an undergraduate to take an A – F graded course for a pass, fail (P, F) grade. Students submit the [Enrollment Change Form](#) to the Registrar's Office with advisor approval.

### **Graduate Students:**

Graduate students are eligible to take A – F graded courses for a pass, fail (P, F) grade with the approval of their committee chair or graduate advisor. While there is no limit on the number of credits, courses taken pass, fail cannot count toward the required credits for graduation and cannot be used as part of the student's Program of Study. Pass, fail grades may not be used for removal of a specific undergraduate deficiency. Credits earned with pass, fail grades are counted toward assistantship minimum credit requirements.

### **Professional Students:**

Students in the professional careers of Medicine, Pharmacy, or Veterinary Medicine are eligible for pass, fail (P, F) grading for courses graded A - F only with the consent of their academic department or college. Students in the professional MBA and business career are ineligible for the pass, fail grading option.

### **Grading:**

The P (pass) grades earned by pass, fail enrollees will not be included in computing the grade point average; however, F grades earned by pass, fail enrollees will be included in grade point average computations.

Information indicating which students are enrolled on a pass, fail basis will not appear on grade rosters transmitted to instructors. Instructors turn in regular letter grades for all students, and grades of A through D are converted to P for those students who are enrolled pass, fail.

### **Exclusions:**

Courses approved to be graded with one of the satisfactory, fail grading basis (S, F; or S, M, F; or H, S, F; or S, U) as described in Rule 90f or 90k are excluded from the pass, fail grading option. The grading basis for these courses are indicated in the catalog course description.

No courses designated as meeting University Common Requirements (UCOREs) may be taken pass, fail.

No courses offered under the HONORS course prefix may be taken pass, fail.

### **Deadlines:**

A student may change a regular letter-graded enrollment to a pass, fail enrollment, or vice versa, during the first three weeks of classes in a semester. After the third week and through the last day of instruction in a semester (end of the 15th week), only a pass, fail enrollment can be changed to a letter-graded enrollment.

At this time, Faculty Senate review and approval is recommended, to be effective fall 2020.