



University of Kentucky  
College of Social Work  
Justin “Jay” Miller, Dean  
Kalea Benner, Associate Dean for Academic and Student Affairs  
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To: College of Social Work Undergraduate Students, Faculty, & Staff  
RE: Pass/Fail Options for SPRING 2020  
Date: March 26, 2020

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On March 25, 2020 the College of Social Work Faculty met to vote on Pass/Fail grading options for the **SPRING 2020 Semester**. **The College of Social Work is committed to our students and to the preservation of your GPA prior to this semester’s challenges.** Given the disruptions caused by the COVID 19 pandemic, the following grading options have been approved for Undergraduate Students for the **SPRING 2020 semester**:

- 1) *Any undergraduate student\* may utilize the Pass/Fail grading option in pre-major courses. These include SW 124, SW 222, and SW 322. A PASSING grade in pre-major courses will count towards pre-requisites for the full major and will count towards the Social Work degree requirements. This includes pre-major courses outside of the College as well. For a full list of pre-major courses that are included in this, please speak with your advisor.*
- 2) *Any undergraduate student\* may utilize the Pass/Fail grading option in UK CORE courses. A PASSING grade in core courses will count towards degree requirements and will count as pre-requisites for the full major.*
- 3) *Any undergraduate student may utilize the Pass/Fail grading option in any elective courses\*\*/ taken this term (this includes SW electives). Credit for a PASSING grade in an elective will count towards degree requirements.*
- 4) Professional social work courses required for the major are not qualified for the Pass/Fail option.

Students who wish to utilize the Pass/Fail option for SPRING 2020 **must contact their advisor to have the grading option changed. This must happen by APRIL 30, 2020. No changes will be made after that date.**

#### Additional Information for Students:

- What does Pass/Fail mean? This means that you have elected to take a class P/F, not on the A, B, C, D, E, scale. Your **instructor** will not know you are taking a class pass/fail and will still submit a final grade for you at the end of term. The Registrar’s Office will then assign the grade based on the earned grade. Grades of A, B, C, D will be a PASS and an E will be a FAIL. If you have a P grade you will receive credit for passing the class but it will not count in your GPA.
- Students may utilize the option at their discretion in each class that meets the criteria. (For example, this means that a student could take SW 124 Pass/Fail and Political Science 101 for a grade).
- What if I need a certain grade as a prerequisite for another class? The class can still be taken P/F however the original letter grade submitted by your instructor may be used to determine whether you have met a grade prerequisite for a future class.
- If I have a high grade at midterm and switch to a P/F do I have to complete the rest of the course? To earn a P grade, students must participate fully in the course and complete all course requirements to

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meet learning outcomes.

- How many classes can be changed to P/F? There is no limit. However, before making a decision you should read the following considerations and discuss this decision with your academic advisor.

#### CONSIDERATIONS:

- **\*PCWCP** students should consult with Erin Mayhorn prior to utilizing the pass/fail option as it may not be allowable in their contract.
- **\*\*UNIVERSITY SCHOLARS** may not utilize Pass/Fail in their graduate level courses in the College of Social Work.
- **GPA** – if you will earn an A or B in a class, consider keeping your graded option. If you change your grading option to P/F your GPA will not improve, no matter how well you do in the class.
- **TIMING** – The decision does not have to be made now. You must decide by April 30. *Once you make the change you may not change back to a graded option.*
- **REPEAT OPTION** – if you are taking a class for the second time and plan to file a Repeat Option so that the second grade can replace the first, then both grades must be letter grades. P/F will not count.
- **ACADEMIC STATUS:** students on academic probation should talk with their advisor about how P/F options will impact their status. Remember, P/F courses do not improve your GPA.
- **FINANCIAL AID:** If you have a scholarship or other financial aid that requires a certain GPA or a certain number of hours be sure to contact your Financial Aid advisor or the Office of Academic Scholarship to confirm whether you may change to P/F.
- **ELIGIBILITY FOR ATHLETES:** If your eligibility for NCAA or club sports/activities requires a certain GPA on a certain number of hours, you may not be able to change courses to a P/F. Be sure to contact your CATS advisor or coaching staff to confirm.
- **SPECIAL PROGRAMS:** If you are involved in any special programs (ROTC, PCWCP, Parker Scholar, Honors, etc.) be sure to double check with them to confirm whether P/F options will satisfy requirements.

#### ACADEMIC HONORS:

*The following conditions will apply in the determination of Dean's List and Latin Honors:*

- Require enrollment in at least 12 credit hours, with at least 9 credit hours taken for a "letter" grade.
- Any courses taken as P/F must receive a P.
- GPA requirements for honors would be the same as currently required.
- No "I" grades are allowed. However, retroactive honors are possible once course requirements are complete and a grade is awarded.

Faculty should still grade all students using the undergraduate grading scale, as outlined in the course syllabus. Faculty do not need to do anything differently. The Pass/Fail grade is assigned by the Registrar's Office, not the faculty of record.

*Faculty with questions should contact Diane Loeffler. Students with questions should contact their academic advisor.*