To: College of Social Work Undergraduate Students, Faculty, & Staff  
RE: Pass/Fail Options for SPRING 2020  
Date: March 26, 2020

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
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.*