

In response to the extraordinary circumstances surrounding the COVID-19 outbreak, Ohio State graduate students will have the option to obtain a Pass/No Pass (PA/NP) grade for courses they are taking in the Spring 2020 semester. These changes will not apply to subsequent terms. All graduate students have until April 17, 2020, to select PA/NP instead of a traditional letter grade in their courses.

### **The policy regarding grades for FCOB courses in Spring 2020**

**Extended opportunity to Withdraw from a class.** Students may contact their academic advisors to elect to withdraw from a class until April 17, 2020. When a student withdraws from a class, the course will remain on the student's transcript but will be marked with a 'W,' which conveys that the course no longer fulfills degree requirements and no longer counts towards satisfactory academic progress.

**Extended opportunity to take courses Pass/No Pass (PA/NP).** Students should contact their academic advisors to elect to take one or more of their individual classes as Pass/No Pass, until April 17, 2020. For graduate courses, a student who would otherwise earn a grade of C- or higher would earn a "Pass/PA." A graduate student who earns a grade below C- would earn a "No pass/NP."

**Extended duration to complete an Incomplete.** For Spring 2020 courses, the university has extended the amount of time students may complete coursework for a class for which they received an Incomplete grade from within 6 weeks to within 10 weeks of the start of the following term. Should the extended 10-week window still prove to be infeasible for the student, s/he are able to request an additional extension. The Office of Academic Affairs (OAA) further asks that faculty members grant students the full extended 10-week interval, rather than stipulate that course requirements be met more quickly. An Incomplete is enacted by the instructor of the course, upon request from the student, and is entered in lieu of a grade of A-E or PA/NP.

### **Answers to Frequently Asked Questions**

**How do I elect to take a course on a Pass/Non-Pass (PA/NP) basis? With whom do I speak about this? My professor, my advisor, someone else?** Please consult your Academic Advisor if you would like to take a course on a PA/NP basis.

**Does the policy apply to all courses taken in the Spring semester?** The policy applies to graduate courses that run for the full Spring 2020 semester and for those that are running in Spring 2 (i.e., the second seven weeks of Spring 2020). The policy does not apply to courses that were taken in Spring 1 and for which a regular grade has already been awarded.

**What is the benefit of electing to take a course PA/NP instead of just taking it for a regular grade? Are there any drawbacks to doing this?** The aim of this policy is to give students discretion at a time when they are dealing with unexpected challenges at home, at work and at school. If you're expecting that any disruption to your study schedule will be minimal and that it will not compromise your ability to invest the time that you would have otherwise, there may be no reason to use this option. Still, the choice is yours to make. In terms of how this might affect your job-finding prospects, we cannot know for certain; but the Office of Career Management (OCM) believes that employers will be understanding about students who have PA grades in some courses rather than a regular grade. Please consult your OCM Advisor if you have any questions about the job-search implications of taking a course PA/NP.

**Do I have to take my courses PA/NP?** No. You will make the decision about which courses you want to take PA/NP and which you want to take for a grade. You can elect to take one course, some of your courses or all of your courses on a PA/NP basis. And you must opt-in to take a class on a PA/NP basis. If you do not make that election, you will receive a normal course grade for your class.

**How will instructors determine what is needed to earn a PA grade?** You must complete the course in order to be eligible for a PA grade. A PA grade would be assigned for any student who earns the equivalent of a C- or higher and otherwise meets the criteria for the course.

**If I change to PA/NP and then find out my grade is better than I thought it would be, can I change back to an A to E grade?** No. Once you have changed from an A-E grade to PA/NP, you cannot change back for any reason.

**How does PA/NP affect my overall GPA?** It does not affect the GPA. You receive course credit if you receive a PA and no credit if you receive an NP. If you need to improve your GPA to meet a scholarship minimum, you should discuss with your advisor whether you are better off taking the course for a grade.

**If I am employed by Ohio State, does taking the PA/NP option affect my tuition benefit?** When utilizing the tuition benefit, courses must be taken for credit. As long as you pass the course, nothing is affected. If you don't pass the course, you would owe the money back to the university because you did not earn credit for the course.

**For all other questions that you might have about the decision to take a course PA/NP, please consult your Academic Advisor.**

#### **Academic Advisors for Fisher College Graduate Students**

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