Grade Change Options for Undergraduate Courses

As part of the University’s commitment to support undergraduate students in a way that is fair and equitable during the COVID-19 pandemic, the following changes will be implemented for 2019-2020 Multi-Term (Fall/Winter) courses and 2020 Winter Term courses:

- Courses in which a final passed grade is achieved, undergraduate students may request to change this earned grade to a P (Pass).
- Courses in which a final failed grade is achieved, undergraduate students may request to change this to a grade of NC (No Credit).

The deadline to submit requests for a change of grade to P or NC is Friday May 15, 2020.

Terms and Conditions

- The P and NC option will only be available for courses graded in the 2020 Winter Term.
- The P grade will count as a credit towards program requirements, but will not be included in the GPA calculations.
- The NC grade will not count as a credit towards program requirements, nor will it be included in the GPA calculations.
- Only courses with passing letter grades can be replaced with a P.
- Only courses with grades of F can be replaced with NC.
- Courses with a P or NC will appear on the official and unofficial transcript.
- P and NC grade revisions are final, cannot be reversed or appealed, and do not allow for a tuition rebate.
- Students cannot use these options for courses in which they are under investigation or have been found guilty of academic dishonesty.

Important information to consider PRIOR to submitting a request for change of grade:

- Students must carefully consider potential impacts in choosing to replace a letter grade with a P or NC grade. Students are advised to seek advice from their Associate Dean (Academic) Office or Program Office.
- Admission to some programs have minimum letter grade requirements for specific courses. Students are advised to check with their Associate Dean (Academic) or Program Office regarding future academic pathways.
➢ Some Faculties have grading variations for specific programs; P or NC grades may or may not replace letter grades for those courses. Information is being compiled and will be shared as soon as possible.

➢ Some associations, accreditation or certification organizations may not accept a P grade to meet their minimum requirements. To make an informed decision, students are encouraged to refer to the website of the specific governing body.

➢ Graduate and professional schools may require specific grade values in certain courses or to use in GPA calculations. To help make an informed decision, students are encouraged to refer to the website of the specific school(s)/institutions or contact the appropriate Admissions Office(s).

➢ Awards and scholarships may require a letter grade in a particular course and/or to calculate a minimum Cumulative GPA. Since P or NC replace letter grades, students opting for these designations may not be eligible to receive awards that require specific grades (e.g. highest grade in a course). Minimum Cumulative GPA requirements remain in effect for awards and scholarships.

➢ Deans’ and Provost Honour List assessment and recognition is currently under review. An update will be provided as soon as possible.

Technical systems are not yet in place to implement these changes. A Winter 2020 grade procedure will be made available online for undergraduate students for a Pass or No Credit the week of March 30, 2020. Students will be updated with further information as soon as the required technical modifications have been made and are ready for use.

The Late Withdrawal (LWD) procedure is unchanged; however, the deadline date is extended to Friday, May 15, 2020.

Students with questions should contact their Associate Dean (Academic) Office/Program Office for further information.

Dr. Kimberley Dej
Acting Vice Provost, Faculty