Dear Students:

In light of the unprecedented environment, the College of Saint Elizabeth has made revisions to the pass/fail policy for the Spring 2020 semester and is now allowing specific options for undergraduate and continuing studies students.

We understand the many challenges students are facing with the widespread disruptions caused by COVID-19 pandemic, including the rapid transition to online instruction, and we hope this option will help alleviate some of the added pressure.

Please read the information on the options presented carefully, especially the section entitled "Some Things to Consider Before Making Decisions" below.

Advisors and course faculty are available to assist you in making a decision.

Thank you,

Dr. Joseph Ciccone
Interim Vice President for Academic Affairs

PASS/FAIL GRADING OPTION

The College is broadening its pass/fail policy temporarily to provide undergraduate and continuing studies’ students flexibility this semester. We have made these changes to support our students’ ability to maintain progress toward their degrees and minimize consequences to students facing unprecedented challenges. Specifically, for the Spring 2020 semester, all undergraduate students will automatically have the option of requesting pass/fail grading for two categories of courses:

- General Education courses (those with the “CSE” prefix), and
- Elective courses (those which are not required by a student’s declared or intended major[s] or minor[s] either within the major or minor or in another department)

In the case of courses which are required for a major or minor (whether a course within the major/minor department or an allied/related requirement housed in another department), students may petition the Chair of their major department to be graded pass/fail in any of those courses through an email request. The Department Chair will respond to the email informing the students of the decision.

SOME THINGS TO CONSIDER BEFORE MAKING DECISIONS:

1. If you are a senior and you need to raise your grade point average (GPA) to meet the required GPA for graduate/professional schools, you should consider this option carefully.
2. The College policy is that, generally a grade of "C" or better is required for a course to count in a major/minor. This is the reason students must petition the relevant Department Chair to take a major/minor course pass/fail.
3. If your expected course grade will raise your GPA or be consistent with your current GPA, you should consider this option carefully.
4. If you need to raise your fall semester GPA to be removed from academic warning or probation, a pass/fail option should consider this carefully. A pass grade will not change your academic warning or probationary status.
5. If you are doing well in the course and expect to continue doing well, you should consider this option very carefully.

Student requests will be submitted at https://www.cse.edu/passfailrequest. Once the form has been submitted, you may consider the request granted unless a Dean informs you otherwise. All requests must be submitted no later than Wednesday, April 15, 2020. Instructors will be provided with a list of students who have opted for the pass/fail option.

If you have any questions, you should contact your advisor or the faculty member teaching the class. If you do not know who your advisor is, you should contact Jane Bourhill at jbourhill@cse.edu.