**Proposal for extension of deadline to select Pass/Fail grading option for eligible courses**

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| Source of the Proposal | Course and Standing Committee of the Faculty Senate |
| Level of degree | Associate and Baccalaureate |
| Consultations | Academic Affairs, Curriculum Coordinator, Registrar’s Office |
| Date Effective | Fall 2021 |
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| Current policy | Undergraduate matriculated students of the College of Staten Island have the option to elect a Pass/Fail grade with the following restrictions:   1. Students may not elect the pass/fail option for any courses satisfying general education, pre-major, major, minor, or certification requirements. 2. Academic departments may exclude additional courses and may prohibit pass/fail courses from being used as prerequisites for degree requirements. 3. Courses taken on permit at other institutions and independent study courses may not be taken on a pass/fail basis.   **Credit Maximum:** The student may not elect more than eight credits (8) total as Pass/Fail. The total number of P grades on a transcript may not exceed 90 credits. This includes all credits transferred from other institutions.  **Grading and Grade Point Average:** For courses taken as Pass/Fail, letter grades “A through C” are converted to P; letter grades of D and F are converted to F. A pass “P” grade is not counted in the student’s grade point average. A fail “F” grade is counted in the student’s grade point average.  **Prerequisite Academic Standing:** A student must be matriculated, with sophomore, junior, or senior standing. Transfer students must have completed a minimum of 12 credits at the College of Staten Island. To elect this option, the student must have a GPA greater than or equal to 2.25.  **Deadlines:** Students must elect the pass/fail option each semester by the “last day to withdraw from course(s) without a grade of “W” as listed in the academic calendar for that semester. Students may not elect the pass/fail option retroactively. Once the election of pass/fail has been made, the student may no longer choose to receive a letter grade other than P/F for the course. |
| Rationale for change | Under the current policy of requiring Pass/Fail grading to be selected by the third week of the term, students do not have enough time to accurately assess their academic performance. Revising the date to the tenth week of classes would tie the deadline closely with the College’s early alert and midterm warning notifications, and provide students the opportunity to better gauge their performance (since they would have completed at least one class assignment by that time). |
| Assessment plans | The Course and Standing Committee can request data from the Registrar’s Office regarding the number of students who selected the Pass/Fail option, courses for which the option was exercised, and additional academic profile information of the students (majors, GPA, year in college, etc.) for each semester. |
| Expected impacts on enrollment | No student enrollment impacts are anticipated. |
| Expected impacts on classwork/registration | Since the only courses eligible for Pass/Fail grading are those taken as electives, there is no anticipated impact on classwork and/or course registration. |
| Revision to policy  (From🡪To) | **~~Deadlines:~~** ~~Students must elect the pass/fail option each semester by the “last day to withdraw from course(s) without a grade of “W” as listed in the academic calendar for that semester. Students may not elect the pass/fail option retroactively. Once the election of pass/fail has been made, the student may no longer choose to receive a letter grade other than P/F for the course.~~  **Deadlines**: Students must elect the Pass/Fail option each semester by the start of the tenth week of classes (the 60% completion point of that semester, with the specific date to be posted in the academic calendar). Students may not elect the pass/fail option retroactively. Once the election of pass/fail has been made, the student may no longer choose to receive a letter grade other than P/F for the course.  (All other aspects of the current policy would remain unchanged.) |