

University College Academic Policy Changes

Applying to the second half of the spring semester 2020

Issued March 25, 2020

What is changing

1. **Undergraduates and graduate students are allowed to drop any course overlapping the dates of March 16–May 5, 2020 without a note (W) on their transcript until April 24.** Please note that undergraduates and graduate students who withdrew from courses prior to March 13, 2020 will receive a note (W).
2. **Undergraduates can change their grade option from P/F to a letter grade or vice versa until 5pm on April 24.**
 - a. Courses taken P/F this semester do not count as part of the total courses students are allowed to take P/F.
 - b. Courses taken P/F this semester will count toward major, minor, general education, and certificate requirements, including capstone projects.
 - c. Students doing Latin honors theses must keep the letter grade option for the thesis.
3. **Graduate students can change their grade option to S/U for courses that are not capstone or directed research projects until 5pm on April 24.**
 - a. Courses in which students earn an “S” this semester will be credit-bearing and will count toward their graduate program.
 - b. Students interested in changing directed research projects and graduate capstone courses to S/U should contact Assoc Dean Pat Matthews, patmatthews@wustl.edu, to discuss.

Maintaining financial aid compliance

In some cases, changes to GPA or grading status may impact grant/scholarship status. Students with scholarships and grants should speak with a financial aid officer before making grade option changes.

Employees using their tuition benefit will be responsible for tuition if they drop a course.

Process to make grade format changes

Any student considering a grade option change should:

1. Speak with their instructor about the grade required to receive a P or S in that course.
2. Speak to an academic advisor for any other questions about academic planning or policy related to the decision (find an advisor at <https://ucollege.wustl.edu/resources/advising>).
3. Email the registrar, Maria Hunter, at mhunter@wustl.edu.