

Extended S/U (Pass/Fail) Option Request

This form is to be completed to request a regular A-F graded course be converted to a S/U (Pass/Fail) grade for the Spring 2020 semester only. Students should consult with both their advisor and their department chair/director regarding the impact this option could have on their current and future educational careers. It is also recommended students consult with Student Financial Aid and the Business Office regarding any financial implications this will have on your financial aid and billing. **This form must be completed in its entirety, include ALL required signatures, and be received no later than 5:00pm on 5/6/2020.**

Last Name: _____ First Name: _____ MI: _____

Student ID: _____ Class Rank: ___1st Yr ___Soph. ___Junior ___Senior

Student Signature: _____ Date: _____

Course Information

You must complete a separate form for each S/U course request

Course Description: _____

Course Code: _____ Section: _____ Course Type (Lect., Lab, Pract., Internship, etc.): _____

Required Approvals

Requests missing signatures (regardless of approval) will not be accepted. Please note your instructor will continue to grade your work as normal and will post a traditional final grade. The University Registrar will convert your grade to S/U after final grades have been posted.

Instructor Name: _____ Approval: _____ Approve _____ Deny

Signature: _____ Date: _____

Instructor Comments

Dept. Chair Name: _____ Approval: _____ Approve _____ Deny

Signature: _____ Date: _____

Department Chair/Director Comments

For Internal Use Only

Date Received: _____ Date Entered: _____ Processed by: _____

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Temporary Academic Policy Change for Spring 2020

Spring 2020 Temporary S/U (Satisfactory/Unsatisfactory) Policy

The S/U option must be declared, in writing via the appropriate form, by May 6, 2020 at 5:00pm to the Office of the University Registrar. Due to the nature of this temporary policy, the following should be noted:

- Any student may opt to change any regularly graded course to S/U
 - The S/U option may be used with courses required for the major (for Spring 2020 only)
 - The S/U option can be applied to any course being used to satisfy the Integrative Core requirements specified in the “Requirements for a Degree” section of the 2019-2020 Catalogue.
 - The S/U option may be used for courses required in the minor.
 - Academic work completed at the “C” or higher level will be graded “S”; work completed at the “C-” level or below will be graded “U.”
 - S/U grades are not included in a student’s grade point average.
 - The Satisfactory/Unsatisfactory option is not available to Mount Union students in the following situations: Study Abroad courses unless this is the only manner in which the course is offered by the host university, courses taken as transient at another institution unless that institution has instituted a temporary pass/fail option, courses taken as part of the College Consortium (Acadeum), or any course taken as part of a consortium or partnership with the University of Mount Union that is not a native Mount Union course.
 - “S” graded courses cannot be retaken for repeat for change of grade. “U” graded courses can be retaken only to earn an A/F grade. Courses traditionally graded S/U are excluded.
 - S/U graded courses will not be included in the Spring 2020 Dean’s List calculation. Students must have at least 12 credit hours of regularly graded courses in order to qualify for the Dean’s List.
 - PRIOR to graduation from Mount Union, when the student officially changes majors or applies to a graduate or professional school requiring A/F grades for courses originally pursued on an S/U basis, such student may, by petition to the Academic Policies Committee, request that an A/F grade replace the S/U grade on the academic record. The student’s grade point average will be adjusted accordingly. Once changed from S/U to A/F, a grade cannot be returned to the S/U status. S/U grades cannot be changed to A/F grades once a student graduates or is no longer a student at the University. Courses already designated as S/U under normal circumstances, and as outlined in the Catalogue, may not be converted to A/F graded courses.
 - Students should consult with Student Financial Aid and the Business Office when considering the S/U option, as it may impact certain scholarships, grants, and other financial assistance.
 - Your instructor will continue to grade your work in the course using the A-F system and will post a final A-F grade. Once the final grade has been posted, the University Registrar will convert your grade to S/U per your request on this form.
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