

December 2, 2020

**RE: Update to Pass/Fail Grade Option for Undergraduate Students**

Dear Millersville University Students,

To ensure that all students have the opportunity to successfully complete the semester, the university will allow all undergraduate students the opportunity to receive Pass/Fail grades in any or all of their Fall 2020 classes, whether the course was moved to remote learning or was initially planned to be taught online. This opportunity will only apply to Fall 2020 courses. The P/F grade option will **not** be offered again for the third time in Spring 2021 semester.

If you wish to select the Pass/Fail option for any of your courses, you will need to submit your request through an electronic form that will be available Thursday, December 17. The form will allow you to change any letter grade of D- or better assigned in Fall 2020 to a "P." The deadline to submit your requests is 5:00 PM Thursday, December 24. Those who do not submit requests for Pass/Fail grades by this deadline will receive the letter grade earned in the course. Please note: due to the regularly scheduled campus closure from December 25 through January 3, 2021 you will not see the grade changes go into effect until Friday, January 8, 2021.

If you choose the Pass/Fail option, you can receive a P in any course in which your earned grade is D- or better. However, you must satisfy any specific course requirements that usually require a C- or better. If you choose the Pass/Fail option for a course that requires a C-, you may not use your P grade to fulfill the program requirement or prerequisites for other courses, and you may need to repeat the course. The P would not impact your GPA, however.

Students who are currently on probation, or have a GPA below 2.0, may have their financial aid impacted by choosing the Pass/Fail option. Please contact the Financial Aid Office before submitting your choices. We also strongly recommend that you speak with your advisor before making your final decision.

The Pass/Fail option will apply to any course, regardless of course level, Gen Ed requirement, your current GPA, or the number of credits you have earned to date. Courses taken P/F in Fall 2020 will not count toward the two-course maximum Millersville usually allows. You may apply your P grade toward your major, minor, professional studies, or general education requirements.

We are providing special accommodations to our graduating Seniors. If you have completed all of your graduation requirements by the end of Fall 2020, the minimum grade rule will not apply. You may use your P grades from Spring and Fall 2020 for any program or course requirements, including any courses that require a specific minimum letter grade.

We wish you all the best for a successful Fall semester. Your health and safety are our primary focus as we work together to mitigate the impact of COVID-19 on your academic progress.

Stay healthy and safe,

Vilas A. Prabhu, Ph.D., M.B.A.

Provost and Vice President for Academic Affairs