COVID-19 Update - Pass/Fail Petition

For the spring 2021 semester only, due to the COVID-19 virus, undergraduate students will be given the option to change any or all their courses to pass/fail. The grade earned in a pass/fail course is not included in the calculation of the student's GPA.

Undergraduate students wishing to change a class or classes to pass/fail must:

1. **Read the guidelines in the questions and answers below to understand the implications.**
2. **Complete the form electronically, then send the form from your Lincoln email to** registrar@lincoln.edu **using the button below or a screenshot/markup of the filled out form. The email subject should be "pass/fail request."**

Q: What should I consider before deciding to convert a course to pass/fail?

1. A student who is doing well may decide not to convert a course(s) to pass/fail because a strong letter grade might improve his or her GPA.
2. A student who is concerned about not having a letter grade for graduate or professional school may not want to convert to pass/fail.
3. A student who plans to enter a profession where a letter grade is critical for competitive employment may not want to convert to pass/fail.
4. A student who plans to pursue overseas employment where a letter grade is essential may not want to convert to pass/fail.

Q: I'm an athlete. How does receiving a pass/fail grade affect my eligibility for athletics next year?
A: Taking a pass/fail class may have a negative effect on a student-athlete's eligibility. Student-athletes should contact Mr. Keith Merritt before taking a class pass/fail to discuss the specific situation.

Q: How do I request to change my courses to pass/fail?
A: To request the pass/fail option, complete the Pass/Fail Petition form located on the Office of Registrar's webpage and submit to registrar@lincoln.edu from your Lincoln email address with a subject of "pass/fail request" by 5 p.m. on May 21.

Q: Can I pick and choose which courses to take pass/fail?
A: Yes, undergraduate students may request any or all courses be changed to pass/fail grading.

Q: Will I know what my grade would have been if I choose to take pass/fail?
A: Students cannot view any final grades in WebAdvisor other than the P or the F for the course(s) taken using this grading option. Instructors will not be informed about whether a student is taking a course for a letter grade or pass/fail.

Q: What if I change my mind and want it changed back to regular grading?
A: Once a student submits the petition for pass/fail grading, the University will not revert it to regular grading.

Q: Will this affect my graduation because I need to have a C or better?
A: For fall only, the University will accept P grades toward major requirements and/or general electives toward graduation. Remedial courses, as always, will not count toward graduation.

Q: How will I know my pass/fail request has been received and completed?
A: View the class schedule in WebAdvisor, and the second to last field will have a "P" indicating the Registrar's Office has processed the request. Please allow up 7-10 working days to process the pass/fail request.

Q: What if I need letter grades for professional programs, employment or graduate studies?
A: Because letter grades will be recorded, students may request an official letter attesting those grades if necessary. This letter would attest only to grades, not to GPA.

Q. Can my professor use my midterm grade as my final grade?
A: This decision can only be made by the course instructor; students should communicate directly with the instructor.