

THE UNIVERSITY OF BRITISH COLUMBIA



Vancouver Senate
c/o
Enrolment Services | Senate & Curriculum Services
Brock Hall 2016 – 1874 East Mall
Vancouver BC V6T 1Z1

Policy on Credit/D/Fail Standing

Effective Date:

2010 Winter Session (June 2010 registration for September 2010)

Approval Date:

25 March 2009

Review Date:

That the Teaching & Learning Committee, in consultation with the Academic Policy Committee and the Curriculum Committee, present a report to Senate in October 2012 on the implementation of the Policy on Credit/D/Fail Standing, including student uptake, number of eligible courses as designated by the Faculties and Schools, effects on awards and averages, any other implications that should be brought to Senate's attention, and any necessary recommendations for changes.

Responsible Committee:

Teaching & Learning Committee

Authority:

University Act, S. 37(1):

"The academic governance of the university is vested in the senate and it has the following powers:

...(d) to determine the conditions under which candidates must be received for examination, to appoint examiners and to determine the conduct and results of all examinations;"

Purpose and goals

This policy is designed to:

1. Address the interdisciplinary mandate of Trek 2010 by encouraging students' exploration of subject matters outside of their program of study;
2. Emphasize learning/academic exploration of the new and unfamiliar; and
3. Expose students to a broader based curriculum.

Defined Terms:

The following terms are defined for the purposes of this policy:

Program of study: An undergraduate degree program, including its declared specializations (e.g., Honours, Major, and Minor programs, or any combinations thereof)

Elective: An undergraduate course not required by a student's *program of study* as an explicit requirement or as part of a list of courses that fulfill requirements, but may still



be counted towards the total number of credits required for that degree program. Lists of courses required by each program are maintained in the UBC Calendar.

Applicability:

- This policy applies to students in all undergraduate degree programs for which a student may normally be admitted directly from secondary school.
- This policy applies to all *elective* courses that are normally graded on a percentage basis.

Exclusions:

- A *program of study* may have its students be exempt from this policy with the approval of the Faculty in which the *program of study* resides. If such an exemption is granted, it shall be noted in the academic regulations for that program.
- Specific courses may be declared to be ineligible for Credit/D/Fail standing in their course descriptions through the normal curriculum approval process.

Policy:

- 1) Students may successfully complete and apply up to twelve (12) credits of percentage graded *electives* towards an undergraduate degree on a Credit/D/Fail basis.
- 2) No more than six (6) credits may be attempted on a Credit/D/Fail basis in any one session.
- 3) For those courses taken on a Credit/D/Fail basis, Credit (Cr) standing will be granted for courses where a student's assigned percentage grade is between 55 and 100 percent, D standing will be granted where a student's assigned percentage grade is between 50 and 55 percent, and Fail (F) standing will be granted where a student's assigned percentage grade is below 50 percent. In the case of programs or courses that define a pass as higher than 50%, only the standing of Cr and F may be assigned.
- 4) Students shall be able to select a course or courses to be taken on a Credit/D/Fail basis as part of the registration process. The deadline to opt in or out of Credit/D/Fail standing shall be the same as the deadline to drop a course without Withdrawal (W) standing.
- 5) A student cannot change from a percentage grade to Credit/D/F standing, or vice-versa, after the deadline for opting for a Credit/D/Fail standing.
- 6) Credit/D/Fail standings shall not count towards a student's weighted credit average for academic performance evaluations in a student's *program of study*, but courses



taken as Credit/D/Fail shall still be considered in adjudicating requirements under those evaluations for students to be assigned academic probation standing or required to withdraw based upon percentages of courses passed or failed.

- 7) Should a student change their *program of study* (including adding a declared specialization therein), and a course previously taken as an *elective* course becomes a requirement, the new *program of study* may accept a Credit or D standing in place of a percentage grade. In such cases where a Credit or D standing is unacceptable to the new program of study, with the consent of the student and the dean of the faculty offering the program of study, the Credit or D standing may be converted back to the originally-assigned percentage grade. In such cases where either the student or the Faculty does not consent, the Faculty, at its discretion, may require the student to A) take the course again under its normal percentage basis (credit shall still be granted only once for the course under these circumstances), B) take another comparable course in its place, or C) not register in that *program of study*.
- 8) The student information system (SIS) will store both the Credit/D/Fail standing and the percentage grade received for a Credit/D/Fail course but the percentage grade will not be displayed or released to any party except in cases of an appeal or review of academic standing, as required by law, under section 7 of this policy, or as necessary for SIS maintenance, development, and administration.
- 9) An Official Transcript of Academic Record and those SIS interfaces normally available to faculty members, advisors, and administrators will display the appropriate Credit (Cr), D, or Fail (F) standing for *electives* taken under this policy and not the student's percentage grade.
- 10) Tuition fees will be unaffected by the grading option chosen.
- 11) Faculty members will not be informed by the University or the SIS of a student electing to take an *elective* with Credit/D/Fail standing, and the responsibilities of both the student and the faculty will remain the same as in the percentage grading option.
- 12) Opting for Credit/D/Fail standing may impact that course's standing to be considered for financial assistance and awards. Courses taken for Credit/D/Fail will be counted towards the credit load but will not be included in the calculation of student grade average for UBC awards. Students are encouraged to visit the Student Financial Assistance and Awards Office if they have concerns with the financial assistance or awards implications of taking a course with Credit/D/Fail standing.

Calendar Statement:

In Chapter V – Policies and Regulations

Proposed Calendar Entry:	URL: Under "Grading Practices"
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Credit/D/Fail Grading for Elective Undergraduate Courses

Students in some direct-entry undergraduate programs (i.e., those programs from which a student may be admitted directly from secondary school) may elect to attempt percentage-graded elective courses with Credit/D/Fail (Cr/D/F) standing instead of a percentage grade. This standing will be recorded on a student's Official Transcript of Academic Record in lieu of their percentage grade in the course.

Programs and courses not participating in Credit/D/Fail are noted as such in their academic regulations or course descriptions.

No more than twelve (12) credits with Credit or D standing may be applied towards any such degree program and no more than six (6) credits may be attempted as Cr/D/F in any one session.

Credit/D/Fail standings shall not count towards a student's weighted-credit average for academic performance evaluations under **Academic Performance**

Evaluations [Link to Chapter 5 regulations on APEs] in a student's program of study, but courses taken as Credit/D/Fail shall still be considered in adjudicating requirements under those evaluations based upon percentages of courses passed or failed.

The deadline to opt for Credit/D/Fail standing shall be the same as the deadline to drop a course without Withdrawal (W) standing. (as published in the **Academic Year** [link to Academic Year]). A student cannot change from a percentage grade to a Cr/D/F standing, or vice-versa, after the deadline for opting for a Cr/D/F standing.

<http://www.students.ubc.ca/calendar/index.cfm?tree=3,42,0,0>
between "Introduction" and "Standings"

Present Calendar Entry:

None.

Type of Action: Create new section in Chapter V Policies and Regulations for the Credit/D/Fail policy



It is the responsibility of the student to ensure that the course he or she wishes to take as Cr/D/F complies with all regulations set out in the **Senate Policy on Credit/D/Fail** [link to policy]. Students are strongly encouraged to consult with their program advisor.

Should a student change their program of study (including adding a declared specialization), and a course previously taken as an elective course becomes a requirement, the new program of study may accept a Credit or D standing in place of a percentage grade. In such cases where a Credit or D standing is unacceptable to the new program of study, with the consent of the student and the dean of the faculty offering the program of study, the Credit or D standing may be converted back to the students originally-assigned percentage grade. In such cases where either the student or the Faculty does not consent, the Faculty, at its discretion, may require the student to:

- take the course again under its normal percentage basis (credit shall still be granted only once for the course under these circumstances);
- take another comparable course in its place; or
- not register in that program of study.

Opting for Credit/D/Fail standing may impact that course's standing to be considered for financial assistance and awards. Courses taken for Credit/D/Fail will be counted towards the credit load but will not be included in the calculation of student grade average for awards. Students are encouraged to visit the



<p>Student Financial Assistance and Awards Office if they have concerns with the financial assistance or awards implications of taking a course with Credit/D/Fail standing.</p>	
<p>Proposed Calendar Entry: <u>V. Policies and Regulations</u> > <u>Grading Practices</u> > Standings</p> <p>Adjudicated Pass (J) is granted where credit is granted and the course need not be repeated although it may not normally qualify as a prerequisite for further work. (The grade assigned by the instructor is used in the calculation of averages.)</p> <p>...</p> <p>Honours (H) is granted where work exceeds course requirements, credit granted where applicable.</p> <p>Pass (P) or Fail (F) is granted where no grade is assigned, excluded from calculation in all averages. Pass (P) denotes satisfactory completion of the requirements of the subject; credit granted where applicable. Fail (F) denotes fail standing.</p> <p>Credit (Cr)/D/Fail (F) is granted where a grade is assigned by an instructor but not included on the Student's Official transcript of Academic Record or made available by the University, instead, that grade is converted to either a Cr, D, or F standing in the course. Excluded from calculation in all averages. Unless otherwise specified by program, Credit (Cr) denotes satisfactory completion of the requirements of the subject; D denotes a marginal pass (50% to 54% except for programs that define a pass at higher than</p>	<p>URL: http://www.students.ubc.ca/calendar/index.cfm?tree=3,42,97,0</p> <p>Present Calendar Entry: <u>V. Policies and Regulations</u> > <u>Grading Practices</u> > Standings</p> <p>Adjudicated Pass (J) is granted where credit is granted and the course need not be repeated although it may not normally qualify as a prerequisite for further work. (The grade assigned by the instructor is used in the calculation of averages.)</p> <p>...</p> <p>Honours (H) is granted where work exceeds course requirements, credit granted where applicable.</p> <p>Pass (P) or Fail (F) is granted where no grade is assigned, excluded from calculation in all averages. Pass (P) denotes satisfactory completion of the requirements of the subject; credit granted where applicable. Fail (F) denotes fail standing.</p> <p>Prior Learning Assessment (PLA) credit is assigned based on prior learning in a subject area.</p> <p>...</p> <p>Withdrawal (W) denotes official withdrawal (see Withdrawal).</p> <p>Type of Action: Add description of Cr/D/F notation to the Standings section of Chapter V – Policies and Regulations.</p>



<p>50%); credit granted where applicable. Fail (F) denotes fail standing.</p> <p>Prior Learning Assessment (PLA) credit is assigned based on prior learning in a subject area.</p> <p>...</p> <p>Withdrawal (W) denotes official withdrawal (see Withdrawal).</p>	
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History

Senate minutes 1968-2-14, p.3893-4

1968-69 and 1969-70 Calendar entry for the Faculty of Arts

Related policies

None.

Appendices

(not attached, see Senate Secretariat for copies)

A) Proposal to institute a "pass-fail" system (student's submission to Agenda Committee dated March 12 2008)

B) Teaching and Learning Interim Report to Senate (May 2008)

C) Literature Review

D) Annotated Bibliography