To: Department Chairs and Student Affairs Officers in the College of Letters and Science  
Fr: Jeffrey B. Lewis, Chair, College Faculty Executive Committee  
Date: May 21, 2020  
Re: Extension of Undergraduate Course Grading Options (P/NP) for Major and Minor Requirements through Summer 2020

In response to the ongoing challenges presented by the COVID-19 pandemic for students at UCLA, and under authority delegated by the Academic Senate, the College Faculty Executive Committee hereby extends the following policy changes through Summer 2020:

1. Departments and programs may, at their discretion, continue to count grades of “Passed” towards their major and minor requirements for which letter grading of C or higher would ordinarily be demanded.

   Departments and programs need not inform the FEC of their decisions to continue the P/NP policies adopted during Spring 2020 through Summer 2020. If you wish to continue your Spring 2020 policy through Summer 2020, no further action is required. However, any change in P/NP policy must be submitted to the FEC. Requests to adopt or adjust existing policies allowing grades of "Passed" in courses that fulfill normally letter-graded major and minor requirements should be directed to FECchair@college.ucla.edu.

2. Departments may change the grading basis for any and all undergraduate courses offerings in Summer 2020 from LG (Letter Grade) to SO (Student Option), which allows a student to select a letter grade or P/NP (Passed/Not Passed).

   Such changes should not be submitted through CIMS unless it is the department or program’s intention to permanently change the grading basis for all future offerings. To change the grading basis of Summer 2020 offerings, departments and programs should email UCLA Summer Sessions directly at scheduling@summer.ucla.edu and specify either 1) groups of courses to change (e.g., all undergrad) or 2) a list of individual courses with subject area and course catalog numbers for which the grading basis should be changed.
Units are welcome to contact me at jblewis@ucla.edu with questions or clarifications. Leigh Harris, Director of Curricular Initiatives, is also available to assist you; she can be reached at (310) 794-5665 or lharris@college.ucla.edu.