



OFFICE OF THE ASSOCIATE VICE-PRESIDENT, ACADEMIC

8888 University Drive,  
Burnaby, BC  
Canada V5A 1S6TEL: 778.782.6654  
FAX: 778.782.5876avpacad@sfu.ca  
www.sfu.ca/vpacademic**MEMORANDUM**

---

ATTENTION	Senate	DATE	June 4, 2021
FROM	Elizabeth Elle, Vice-Chair Senate Committee on Undergraduate Studies	PAGES	1/1
RE:	Elective Grading System Extension to Spring 2022 term (SCUS 21-53)		

---

Acting under delegated authority at its meeting of June 3, 2021, the Senate Committee on Undergraduate Studies approved the extension of the pilot elective grading system (P/CR/NC) to the Spring 2022 term.



OFFICE OF THE REGISTRAR  
Student Services

3200 Maggie Benston Centre TEL 778.782.3108 Sfu.ca/students  
8888 University Drive, FAX 778.782.5732  
Burnaby, BC  
Canada V5A 1S6

MEMORANDUM

---

ATTENTION SCUS DATE May 28, 2021  
FROM Kathryn Verkerk  
Registrar and Executive Director, Student  
Enrolment *pro tem*  
RE: Elective Grading System Extension to Spring 2022 term

---

**Background:**

The Elective Grade System (EGS) was brought into effect in Spring 2021 to recognize the challenges students are facing during the pandemic. The EGS provides students with the flexibility to opt into the grade system for elective courses (and required courses, in some cases), that will not impact their CGPA. This type of grade system is common at post-secondary institutions across Canada, including McGill, UBC, U of T, U of C, etc. The pilot period for the EGS was Spring 2021 to Fall 2021, aligning with other pandemic related, intervention measures.

In order to consider if the EGS should become a permanent grade system, SCUS requires a recommendation from the Registrar's Office. By extending the pilot period by one term, there will be sufficient data available to inform a full analysis of the pilot program, and make a recommendation to SCUS about the future of the EGS.

**Motion:**

**“that SCUS approve under delegated authority and submit to Senate for information the extension of the pilot elective grading system (P/CR/NC) to the Spring 2022 term.”**

Thank you,

Kathryn Verkerk

**Elective Grade System (Pilot Period: Spring 2021, Summer 2021, Fall 2021 , and Spring 2022 terms):**

**Calendar Entry – Grading Systems and Policies**

<http://www.sfu.ca/students/calendar/2021/summer/fees-and-regulations/grading-policy/grading-systems-and-policies.html>

Letter Grade	Numerical Equivalent	Definition
P	No equivalent	Satisfactory performance or better (pass, ungraded, meets pre-requisite standard)
CR	No equivalent	Credit without grade
NC	No equivalent	No credit

**Explanation for Elective Grade System**

Students in undergraduate programs may designate standard letter grade elective courses with a Pass/Credit/No Credit (P/CR/NC) grade instead of a standard letter grade over the pilot period (Spring 2021 – ~~Fall 2021~~ **Spring 2022**). This grade will be recorded on a student’s Official Transcript of Academic Record in lieu of their standard letter grade in the course.

Courses that use P/CR/NC grades may not be used to meet the program requirements of any major, joint major, honours, joint honours, minor, double minor, extended minor program, certificate, or any combination thereof. A program of study may allow, on a restrictive basis, and with the approval of the Chair, the utilization of a P/CR/NC grading system for certain program-specific requirements. If such an allowance is made, it shall be noted in the Academic Progress Report (APR).

No more than 12 units with P/CR/NC grades may be applied towards a degree program over the pilot period. Within a given term, no more than 8 units (maximum two courses) may be graded P/CR/NC for students enrolled in 9 or more units and no more than 4 units (maximum one course) may be graded P/CR/NC for students enrolled in less than 9 units.

Students must choose this grading system no later than the last day to drop classes with a WD notation.

A student cannot change from a standard letter grade to a P/CR/NC grade, or vice-versa, after the deadline to opt into the P/CR/NC grading system has passed.

A P (Pass) grade will satisfy prerequisite requirements, when no minimum letter grade is required. For courses requiring a pre-requisite higher than a grade of C-, that department may, at the discretion of the Chair, accept a P or CR grade in place of a standard letter grade. In such cases where the department or student does not consent, the student may need to:

- take the course again under its normal standard letter grade (credit shall 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.

Should an undeclared student become declared, or a declared student change their program of study, and a course previously taken as an elective become a program requirement the student may need to:

- take the course again under its normal standard letter grade (credit shall 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.

In some cases, with consent of the Chair, a new program of study may accept a P or CR grade in place of a standard letter grade.

In exceptional circumstances, with the consent of the student and the permission of the Dean and the Registrar, the P or CR grade may be converted back to the originally-assigned standard letter grade.

Only standard letter grade courses will be used to meet the grade point average (GPA) requirements for awards and scholarships, including honour roll designations and entrance scholarship renewals; Pass/Credit/No Credit grades will not be used toward these requirements. 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 Pass/Credit/No Credit grade.

Students are encouraged to seek guidance from an academic advisor in advance of making decisions about their options.

### **Calendar Entry - Definitions**

<http://www.sfu.ca/students/calendar/2021/summer/fees-and-regulations/enrolment/enrolment-definitions.html>

### **Courses:**

#### **Elective**

Any undergraduate course not used to satisfy the program requirements as specified in the Calendar. Normally, an elective will also be a course outside the subject area of a declared program of study; or any undergraduate course designated as Writing (W), Quantitative (Q) or Breadth (B-Humanities, B-Social Sciences, B-Sciences) that is not required to fulfill program requirements.

#### **Program Requirements**

The courses used to satisfy the program subject or field requirements (e.g., major, joint major, honours, minor, double minor, certificates, or any combination thereof) as specified in the Calendar.

### **Amendment to the Academic Standing and Continuance Policy Proposal:**

Temporarily amend the Academic Standing and Continuance policy to determine academic standing using the student's cumulative grade point average (CGPA) after two terms at SFU and the student has completed at least 9 units.

#### **Background**

##### ***Academic Standing and Continuance***

Academic standing is currently assessed after a student completes 9 units of study at SFU. In delaying the determination of academic standing to the end of the second term, this will provide students an additional term to improve their CGPA before being required to withdraw (RTW).

In any term the student has completed, if the term GPA <2, an academic alert will be sent via email to the student regardless of the number of units the student has completed. When the student is sent an academic

alert, the student will be provided with a list of resources (academic advising, student learning commons, health and counselling, career and volunteer services) and encouraged to meet with an academic advisor.

After the student's second term, if the student's CGPA < 2, the student will be placed on academic probation (OAP). The assessment of academic standing will continue as per the current policy after the second term enrolled or 9 units completed, whichever comes later.

#### **Calendar Entry – Standing Required for Continuance**

<https://www.sfu.ca/students/calendar/2021/summer/fees-and-regulations/grading-policy/grading-systems-and-policies.html#continuance>

For the Spring 2021, Summer 2021, ~~and~~ Fall 2021, **and Spring 2022** terms, the required standing for continuation will be calculated after two terms and an attempt of nine units at Simon Fraser University.

#### **Calendar Entry – Academic Probation**

<https://www.sfu.ca/students/calendar/2021/summer/fees-and-regulations/grading-policy/grading-systems-and-policies.html#academic-probation>

For the Spring 2021, Summer 2021, ~~and~~ Fall 2021, **and Spring 2022** terms, a student who has completed two terms, attempted at least nine units and has a CGPA of less than 2.00 shall be placed on academic probation (OAP) and may not enroll in a course overload.

#### **Amendment to the Limits on Repeated Courses Policy Proposal:**

Repeated SFU courses taken during the pilot period (~~Fall~~, Spring, Summer, **Fall 2021, and Spring 2022**) shall not count towards the five repeats limit.

#### *Repeats*

All courses taken are currently counted as an attempt and, therefore, counted as a repeat if the course is taken again. However, Faculties and departments have a pre-existing authority to waive the five repeats limit. The use of this waiver varies among the Faculties and departments. Many units do not feel they have the authority to waive this requirement without a clear motion approved by SCUS.

Where a student repeats a course, the course(s) with the lower grade will be recorded on official records as an excluded course. If the same grade or grade equivalent value is earned for a repeated course, the course that was completed most recently is included in term GPA and CGPA, and the former course is excluded in the term GPA and CGPA. With the P/CR/NC grading system the P is the grade equivalent of a C- and the CR is the grade equivalent to a D when determining which grade to include and exclude. NC and F are not equivalent; F will be treated as the lower grade because NC would not impact a student's GPA.

#### **Calendar Entry – Limits on Repeated Courses**

<http://www.sfu.ca/students/calendar/2021/summer/fees-and-regulations/enrolment/policies-and-procedures.html#limits>

For the Spring 2021, Summer 2021, ~~and~~ Fall 2021, **and Spring 2022** terms, repeated SFU courses shall not count towards the five repeats limit.