

Sam Fox School of Design & Visual Arts  
Interim (SP2020) Amendments to Academic Policies  
Frequently Asked Questions (FAQ)

Given the transition of instruction from in person to remote learning, the Olin School of Business, McKelvey School of Engineering, Sam Fox School of Design & Visual Arts, and the School of Arts & Sciences are hereby altering the following academic policies for the 2020 spring semester *only*.

- The deadline to drop a course (with no transcript notation) is extended to 9 PM (Central Daylight Time), April 24.
- All Spring 2020 courses from which a student withdrew previous to March 13, 2020, will retain their “W” transcript notation.
- For courses that are offered for both a letter grade and as pass/fail, the deadline for switching a course to or from pass/fail and graded credit is extended to 9 PM (Central Daylight Time), April 24.
- Students may change a course from audit to graded credit until 9 PM (Central Daylight Time), April 24. Given the challenges in administering audits remotely, it will not be possible to switch a course to audit for the rest of the spring semester.

WebSTAC will not be updated with these revised deadlines until March 23, so you cannot drop a course or change its grading option until then.

Individual schools or departments on campus may make additional policy changes; however, unless you are or have been notified otherwise by your school, you should assume **all other** curriculum policies remain in place.

**Why can't I withdraw from/drop a course?**

Changes cannot be made until March 23 or after 9:00 PM, April 24. International students on an F-1 visa will not be able to drop below full-time enrollment. May 2020 degree candidates should verify the number and type of credits needed to complete major and minor requirements with Cris Baldwin, Assistant Dean & Registrar, at [crisbaldwin@wustl.edu](mailto:crisbaldwin@wustl.edu) BEFORE dropping any course.

**I dropped a course so why do I see a withdraw on my record?**

The Sam Fox School Registrar's Office will be monitoring withdrawals and administratively changing them to drops. It would be very helpful if you send an Email to [crisbaldwin@wustl.edu](mailto:crisbaldwin@wustl.edu) notifying her of the withdraw to help speed up the process.

**Will the total number of credits I need to graduate or to complete majors and minors change?**

No. See above.

**Why can't I change the grade option for my class?**

Changes cannot be made until March 23 or after 9 PM April 24. Required courses for majors or minors in the Sam Fox School must be taken for credit and other courses may not allow pass/fail as a grade option. Check with Cris Baldwin, Assistant Dean & Registrar, at [crisbaldwin@wustl.edu](mailto:crisbaldwin@wustl.edu) if you are unable to change a course to pass/fail.

**Will I be allowed to count more than one pass/fail course in SP2020 toward the number of credits needed to graduate?** Yes, all courses except those taken in University College, receiving a “pass” under the pass/fail option will count toward your semester and cumulative credit unit totals.

**Will I be allowed to count pass/fail courses toward my distribution requirements (undergraduates only)?**

The requirement of a “C-” or better in a first-year writing course remains in place for all Sam Fox School undergraduate students. Architecture students may now opt to change Introduction to Modern Art, Architecture, and Design to pass/fail. Architecture students must take any Calculus course counting toward that requirement for

credit and receive a “C-“ or better. The humanities, natural sciences or mathematics, social or behavioral sciences, and art history/visual culture requirements may be taken pass/fail if the course allows.

**Will the deadline to finish Fall 2019 incompletes be extended?**

Yes, if you are not a May 2020 degree candidate. May degree candidates must finish all incompletes by May 1. For non-degree candidates, the deadline to finish Fall 2019 incompletes is extended to June 1, from April 24.

**Will the Deans List (undergraduates only) requirement be changed for SP2020?**

We are still working on this and will post our decision to the Sam Fox School intranet as soon as possible.

**Will the graduation with honors determination change for the Class of 2020?**

No.

**Will the criteria for Satisfactory Academic Progress be changed for SP2020?**

We are reviewing these criteria and will post our decision to the Sam Fox School intranet as soon as possible.