

Spring Qtr. Week 2 - Enrollment Reminders (ADD/DROP deadline: 4/9 at 5 PM)

Amy Kim, Director of Student Affairs

Mon 4/5/2021 5:12 PM

To: Claire Trevor School of the Arts-Undergrad Students, Sender Custom Email List <zotmail@uci.edu>

Dear Students,

ENROLLMENT DEADLINES:

Please note - the deadline to make any changes to your schedule via WebReg is this Friday, April 9, at 5 PM.

***Students may request to change any non-major courses to Pass/Not Pass through 5 PM on Friday of Week 10 by submitting an Enrollment Exception request via [Student Access](#).

Pass/Not Pass REMINDERS:

MAJOR-required courses must be taken for a letter grade. Any course you have previously taken for a letter grade and are repeating this quarter must also be taken for a letter grade.

It is important when making the decision to take a course P/NP or for a letter grade that you keep in mind the following:

- To receive a "P" (Pass) and get credit/units, you must earn a grade equivalent to a "C" or better. However, if a course is taken for a letter grade, the minimum grade needed for credit would be at least a "D-" in most courses. *This is especially important to note for graduating students who are trying to fulfill their unit requirements to graduate.* You will need to weigh the risk of taking a course P/NP and not receiving any credit if you earn the equivalent to a C- grade or lower.
- If you are planning to change your major or add a double major, you will be responsible for adhering to the corresponding School's P/NP policy.
- Lower-division writing courses must be completed with a grade of "C" or better (or a "P" if taking the course for P/NP). If you are taking an upper-division writing course in your major, you must take the course for a letter grade.
- If you are retaking a course that was originally for a LETTER GRADE, you must retake the course for a LETTER GRADE ONLY - there are no exceptions.
- We recommend that you see how you are doing in the courses throughout the quarter. **You have until 5 PM on Friday of Week 10** to submit a request to change the grade option of a non-major course. (*Grade option changes will*

not be considered after that time – there are no exceptions.) You will need to submit an enrollment exception request through [Student Access](#) to request any changes (WebReg is not accessible for current quarter changes after Week 2).

You may also find more information about P/NP on the Registrar's Office's FAQ page: https://www.reg.uci.edu/addl/faq_covid_pnp.html

If you have any questions about enrollment deadlines or P/NP, please email artscounselor@uci.edu or reach out to us on [Arts Chat](#). You may also go to our "[email archives](#)" [page](#) where you can revisit this information or other emails you may have missed.

Best,

Amy L. Kim, M. Ed.

Director of Student Affairs

Claire Trevor School of the Arts

University of California, Irvine

<https://www.arts.uci.edu/students>

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Appointments: <https://appointments.web.uci.edu/>

Arts Chat: <https://www.arts.uci.edu/student-affairs-advising>