

**FAQs related to Pass/No Credit (P/NC) Policy – Undergraduate Programmes Only**  
**Fall 2020**

**1. How is this policy different from the Pass/No Credit (P/NC) policy applicable in Spring 2020?**

In Spring 2020, the students could convert all of their courses to Pass/No Credit whereas, in Fall 2020, the students are allowed to convert a maximum of **TWO (2)** of their courses to Pass/No Credit. Please note that **this policy is optional**. That is, students can opt to use it for particular courses and not for others where they feel the grades they achieved are fine.

**2. How is this policy different from the regular Pass/Fail policy?**

There are two *main* differences:

- In the regular Pass/Fail policy, a student had to decide whether he/she wanted to convert a course to Pass/Fail by the Drop only deadline. And once the course was converted to Pass/Fail grading, they were NOT to be converted to regular grading scheme. Whereas, in this Pass/No credit policy, a student may convert a course to Pass/NC until the announced deadline after the grades are in and make an informed decision.
- In the regular Pass/Fail policy, there is no such thing as a “No Credit” option. Opting for “No Credit”, means that a student will receive no credit for a particular course, but also that there will be no negative impact on the CGPA.

**3. Can I convert 2 of my courses to Pass/NC and the remaining to Pass/ Fail?**

Please note that the regular Pass/Fail policy has been **SUSPENDED** for Fall 2020. You will **NOT** be allowed to convert any course to Pass/ Fail in Fall 2020 but only allowed to convert a maximum of two of your courses to Pass/NC.

**4. Will the credits converted into Pass/NC this semester count towards the 10 credit Pass/Fail limit?**

Please note that this is not the regular Pass/Fail policy. It is a Pass/No Credit policy which applies to the courses you are taking in Fall 2020 **only**. This is a special allowance made for students this semester owing to the Covid-19 situation, therefore, credits of the courses converted in to Pass/NC this semester will not be counted be in the 10 credit hours' limit of Pass/Fail policy. **In Fall 2020, a student can opt of convert a maximum of TWO (2) courses to Pass/No Credit (NC).**

**5. I converted a course to Pass in Spring 2020, can I repeat that particular course in Fall 2020 as letter graded to improve my CGPA?**

Please bear in mind that in case you opted for Pass/No Credit policy in Spring 2020 and converted a course to Pass, you will NOT be allowed to repeat that course for grade improvement or any other reason. The repeat and replace policy will NOT be applicable in such cases, hence, the already attained Pass grade will remain visible on the transcript and will not be replaced by a letter grade.

**6. How will Pass/NC grade impact my credit hour requirements and CGPA?**

A Pass grade will have no effect on the CGPA and the credit for the course is earned, whereas, NC means that the student will receive no credit for this course, but also that there will be no negative impact on the CGPA. Your CGPA will remain as it is.

**7. In case I opt for the Pass/NC option, will these credits count towards DHL calculations?**

In case you opt for Pass/NC Policy, the DHL calculation will be as follows:

Pass – Not contributing to CGPA but contributing to the total credits OR

No Credit – Not contributing to CGPA or to total credits

**Hence, provided your CGPA and total credits meet the DHL requirements, this will not affect DHL calculations.**

**8. Does the Pass/NC policy effect the DHL eligibility?**

Opting for Pass/NC policy has no effect on DHL eligibility if the below mentioned DHL criteria is fulfilled:

**For First Year Students:**

1. Completion of 30 credits by the end of the year (Summer not counted)
2. Overall CGPA of 3.6 and above

**For Remaining Years' Students:**

1. Completion of 32 credits by the end of year (Summer not counted)
2. Overall CGPA of 3.6 and above

**9. How will Pass/NC be reflected on my transcript?**

A Pass grade will be visible on the transcript for the courses which will be opted as Pass in this semester (Fall 2020). It will be explicitly mentioned on the transcript that these Pass/NC grades are due to COVID-19.

An NC grade will also be visible on the transcript for this semester only. In case you subsequently repeat the course, NC will still be visible on the transcript under this semester, while the newly attained grade will be visible under that particular semester.

**10. If I secure a 'C-'/'D' or 'F' grade in the current term and opt for PASS/NC, will there be any impact on my CGPA?**

According to Pass/NC policy, a student has the option of converting C- or below grades into NC. In case of NC, credits will not be counted and there will be no impact on CGPA.

**11. What will be the effect on my GPA if I convert a repeated course to NC? Will the grade be replaced?**

In case you opt for NC in a repeated course, your previous grade will remain as it is and will not be replaced or removed. There will be no effect on your GPA.

**12. Will credits opted as Pass in Fall Semester 2020 count to fulfill minor requirements, keeping in view that for fulfilling minor requirements certain CGPA is required to be maintained?**

Since this is a special allowance made for students this semester owing to the Covid-19 situation, you may convert a course into Pass/NC that contributes towards the minor requirements. A Pass grade will have no effect on the minor GPA but the credits for the course will be counted towards the minor requirements.

**13. What if I get a grade below C and I opt for No Credit Policy? Then, is it compulsory for me to repeat the course considering it is not my core course?**

If you get a grade below 'C' (such as 'C-' or 'D') you have the option of keeping that grade, and the credits. Alternatively, you may opt for NC instead of the grade. You would also opt for NC if you obtained an 'F' grade. In these cases, opting for NC would have no impact on your CGPA, but the credits would not be counted.

If the course is not a core course or part of your graduation requirements in some way, you will not need to take it again.

**14. If I opt to convert a core course into Pass/NC and manage to pass the course by attaining C grade, do I have to still repeat that course in future?**

A course will be considered as Pass if the grade attained is C or above. Therefore, in case of choosing Pass in place of 'C' grade, there is no need to repeat it, and nor will you be allowed to, as you will receive the credits for it. The repeat and replace policy will NOT be applicable in such cases, hence, the already attained Pass grade will remain visible on the transcript and will not be replaced by a letter grade.

However, if you attain 'C-' or below, and opt to convert the course to NC (No Credit), you will not receive credit for it and MAY have to repeat it in future if it is part of your graduation requirements, for example, if it is a major core course, major elective, university core or falls in the mandatory requirements of your pre-defined curriculum. Repeating a course falling in the free elective bin is optional.

**15. I am planning to go on an exchange semester. If I score a 'C' in my course taken at the host university, will any kind of relief be extended in terms of transferring this course to LUMS?**

As per the standard transfer policy at LUMS, a course is only transferred if the attained grade is 'B' or above. But due to the current pandemic, the university has decided to relax this requirement for Fall 2020.

Hence, exchange/visiting students will be able to avail the Pass/No Credit policy at LUMS for Fall 2020 upon their return to Pakistan after providing evidence of courses they have completed. The credits may be transferred (via the Pass option) if a grade 'C' or higher has been achieved by them, and none will be transferred if a grade lower than 'C' is obtained and the NC option is selected. There will be no impact upon their CGPA in either case.

**16. I am planning to go on an exchange semester. My host university has implemented a Pass/Fail policy for all students whether they are full time or exchange. If I get a Pass in the course taken at my host university, will that be transferred?**

Due to the current unusual circumstances, if your host university is providing you with a Pass grade on your transcript, your grade will be transferred to LUMS as Pass. This is only applicable for courses taken in Fall 2020.

**17. I am repeating a course in which I secured a 'C-' in my previous semester. In this semester, if I get a 'C' or above grade then as per Pass/NC policy, can I opt to convert it into Pass? Will this Pass grade replace the previous 'C-' or below grade?**

Yes, if you get a 'C' or above grade in the course that you are repeating this semester, then you may opt to convert it into Pass grade. This Pass grade will replace the previous 'C-' or below grade. However, please note that in case of Pass grade, the credits of repeated course(s) will count only once towards successfully completed credit hours.

**18. If I replace a lower grade with Pass in this semester, will it affect my CGPA?**

Yes, in case of replacement, the impact of former obtained grade will be removed from the CGPA. It is suggested that you should first see the effect of this semester's grade on the CGPA, as it might be better to replace the previous grade with the new one as opposed to opting for a Pass.

**19. If I opt for Pass/No Credit policy and convert a *major core/elective OR In/Out group* course as Pass in Fall 2020, will I have to repeat that course in future with letter grading scheme in order to fulfil my bucket requirements?**

Please note that in case you opted for Pass/No Credit policy in Fall 2020 and converted a course to Pass, you will **NOT** be allowed to repeat that course in future for grade improvement or any other reason.. But since this is not the regular Pass/Fail policy and you will receive credits for the passed course, it will still satisfy the respective bucket requirements.

**20. If I convert my courses to Pass/No Credit, will I be issued a supporting document stating my original grades.**

Although this policy is being continued to facilitate the students, it is advised that students should keep in mind the potential problems they may face while applying to scholarships or graduate schools for higher studies in terms of having a substantial number of courses as Pass/No Credit displayed on their transcripts. The Pass/NC grades mentioned on the transcripts will be final and **NO** supporting document or additional grades' interpretation letter will be issued to the student.

**21. What will happen if I do not perform well in a core course or pre-requisite course and opt for NC this semester? Will I be able to repeat it in the next semester?**

You will be able to repeat a course taken as NC in the future when it is next offered. Please note that all courses may not be offered in the next semester, and if it is a core or important pre-requisite course, this could lead to a delay in your graduation.

We suggest that you work hard and try to attain at least 'C' in such a course, so that it may be converted to Pass; alternatively you can opt to keep the grade if it is C- or D rather than opting for NC. In both these cases you will receive the credits for the course and can take the subsequent courses. Only in the case of an F grade should you opt for NC, so that it does not adversely affect your CGPA.

**22. If I choose a course to be Pass/NC this semester and I repeat that course in future. Will the grades be replaced in future?**

The policy applicable for Fall semester 2020 is Pass/ No Credit owing to Covid-19, and not Pass/Fail.

In case you opt for 'Pass' in a course, you will **NOT** be allowed to repeat the course in future. However, in case of 'No Credit', you will have to retake the course if it is a mandatory requirement for your graduation.

**23. I am going to do major in Computer Science. For Computer Science I need to have a minimum combined GPA of 2.7 in Calculus-1, Linear Algebra, and CS-100. If I Pass/NC Linear Algebra in this semester, will I be able to choose CS major?**

The average GPA requirement to declare CS major is 2.7 in CS 100, MATH 101 and MATH 120. Even if you declare Linear Algebra as Pass at the end of this semester, this should not affect your combined GPA in the three subjects, if the previous two combined meet this requirement. This is a special accommodation for Spring and Fall semester 2020, owing to Covid-19.

However, if you opt for 'NC' in any of these courses, that will result in 'No Credits' (i.e. considered as not taken) for that particular course and will adversely affect your eligibility for CS Major.

**24. How can I convert my courses to Pass/NC?**

A Zambeel User Guide will be shared by Office of the Registrar closer to the end of Fall 2020. It will entail step-by-step process of Zambeel navigations. Please follow that to convert courses to Pass/NC via your Zambeel Self Service.

**25. I had a C+ in a course in Spring 2020 and have decided to repeat that course in Fall 2020. What happens if I attain a 'C+' again? If I opt for Pass/NC and convert this course to Pass, so will my C+ from previous semester and this semester be removed from GPA calculation?**

Yes, no matter what grade which you attained in your previous semester, converting a repeated course to Pass will replace the previous attempt. The effect of previous grade will be removed. But please note that a you will **NOT** be allowed to repeat a course once you convert it to Pass in Fall 2020.

**26. I have emailed RO about converting my courses to Pass/NC. Will my request be processed?**

Please note that RO will **NOT** be entertaining any grade conversion requests over emails. It is mandatory that you opt for this only through your Zambeel Self Service. The detailed user guide will be shared towards the end of Fall 2020.

**27. Once I have converted my courses to Pass/NC, will I be able to convert them back to a letter grade?**

Courses once converted to Pass/NC will **NOT** be reverted to Letter grades under any circumstances. It is suggested that you take your time and make an informed decision keeping in mind your future academic plans. Students are advised to submit a request only if they are absolutely sure about their decision.