Dear Psychology Department Students,

We hope you are all doing well during this difficult time. In this period, as UCLA transitions to online learning and limits the number of people on campus, our office in 2812 LSB is now closed for in person advising. We will be instead conducting remote advising services. We strongly recommend communicating with our office via email initially to address student advising concerns so that we may ensure proper next steps. Our undergraduate advising email address is undergraduate@psych.ucla.edu. Please include your name and UID in all emails.

If you are looking for help with:

- Major and Pre-Major Questions and Course Planning (Psychology, Psychobiology, Cognitive Science)
- Minor Questions and Course Planning (Cognitive Science & ADP)
- Petitions to declare a pre-major, major, minor, or specialization in our dept
- Petitions to substitute approved course equivalents for your major/minor in our dept
- Petitions to have new/alternate courses reviewed for substitutions
- Graduation Checks
- Enrollment Questions/Concerns about Psychology Courses

Please email us at with your full name and UID to get started.

For more information regarding student opportunities, please visit: http://www.psych.ucla.edu/undergraduate/listserv-digest.
Virtual and Remote Resources for Undergraduate Students

Registrar’s Office
As of March 20, the UCLA Registrar’s walk-up service windows remain closed and all telephone services are suspended. Registrar services are available online and/or through the Message Center.

• General Questions: email reginfo@registrar.ucla.edu (include UID)
• Transcript Questions: email transcripts@registrar.ucla.edu (include UID)
• Students can still order transcripts through MyUCLA.

Undergraduate Research Center
Undergraduate Research Week 2020 is going virtual! Research Poster Day, the Oral Presentations, and the Multimedia Salon will be combined into one, all-day virtual Undergraduate Research Showcase on Tuesday, May 19.

• The Undergraduate Research Center has put together suggestions and resources for conducting faculty-mentored student research off-campus during Spring Quarter, which is available on their website.
• For general inquiries, students can contact the URC via Message Center or by sending an email to urhass@college.ucla.edu / urcsciences@college.ucla.edu.

Career Center
• Virtual Career Advising: Staff is available Monday through Friday for full 30-minute consultations. To schedule an appointment, visit ucla.joinhandshake.com. Once scheduled, you will receive a calendar invite from our team with information on how to log in to your appointment.

• Virtual Drop-In Sessions: Visit the Career Center virtual drop-in room for resume/cover letter reviews, and to ask questions about job/internship search strategies. 15-minute drop-in sessions are available Tuesday through Thursday, 10:00 am - 2:00 pm.

For more information regarding student opportunities, please visit: http://www.psych.ucla.edu/undergraduate/listserv-digest
Change in Department Policy Regarding P/NP Grading for Spring

In light of the COVID-19 pandemic and remote instruction for Spring 2020, the Department’s Executive Committee has recently voted unanimously to accept Passed grades, in addition to letter grades, to satisfy Psychology Department Major, Minor, and Specialization in Computing courses offered during the Spring 2020 quarter. Also for Spring 2020, students are allowed to change their grading basis for courses through Friday of Week 10 (June 5) without petition or fee via MyUCLA (normally through Week 6).

Please keep the following in mind when deciding if you should change the grading basis of a course from Letter Grading to Passed/Not Passed:

- Completion of a course with a grade of C or better is required to earn a Passed grade.
- A grade of C- or below will earn a Not Passed and will not earn any unit credit to satisfy major/minor requirements.
- For several departmental requirements, what is required to earn a Passed is a HIGHER grading threshold than what is required when a course is taken for a letter grade. For example, a grade of C- (and sometimes below) may satisfy many major/minor requirements but a Not Passed grade will not earn any credit or satisfy major/minor requirements. *Please see detailed list, on the next page, for minimum grades for each departmental Major/Minor/Specialization.

Please refer to the FAQ for more information. Note that we currently do not have any updates about Summer grading options, and will announce policy updates, if they occur.

For more information regarding student opportunities, please visit: http://www.psych.ucla.edu/undergraduate/listserv-digest.
Frequently Asked Questions Regarding 2020 Spring Quarter Passed/Not Passed Grading

1. What is the lowest grade I can receive and still receive a Passed?
Undergraduate students who take a course on a Passed/Not Passed (P/NP) basis must achieve a grade of C or better to receive a Passed grade in order to satisfy a degree requirement and to earn unit credit. Students with a grade of C- or lower will receive a Not Passed and will not earn unit credit. Note that there may be cases in which it is more beneficial for students to retain letter grading because a letter grade of C- or lower may satisfy degree requirements. Please see details on Departmental Majors, Minors, and Specialization at the end of this FAQ.

2. What advantages do I have if I keep my course as a Letter Grade?
Students who take a course for a letter grade will receive unit credit if they receive any grade higher than an F. However, students who choose to take the course P/NP must achieve at least a grade of a C to receive a P and earn unit credit. Therefore, the threshold for receiving unit credit is actually lower for undergraduate students taking a course for a letter grade than for those taking courses on a P/NP basis.

3. What if I change my grading basis to Passed/Not Passed for a course and earn a grade of C- or lower?
Per UCLA regulation, you will receive a Not Passed grade, will not earn unit credit for the course, and cannot use the course to satisfy any UCLA requirement.

4. How many Passed grades can I use to satisfy my Psychology Major/Minor/Specialization requirements for Spring 2020?
Normally zero, but for courses taken specifically in Spring 2020, there is no limit. Note that if all Spring courses are taken Passed/Not Passed, students will not have a GPA at the end of the quarter, and the lack of a GPA may affect Financial Aid or scholarships. Please check with https://www.financialaid.ucla.edu/ if you have questions.

5. How will my GPA be affected by a Passed or Not Passed grade?
Passed/Not Passed outcomes will not have an impact on your GPA; they will not lower your GPA, nor will they raise your GPA.

6. Until when in the quarter can I change my grading basis for Spring 2020 quarter courses?
For Spring 2020 only, students can change the grading basis for courses through Friday of Week 10 (June 5) without petition or fee via MyUCLA. (Normally, the deadline is Friday of Week 6.)

7. What if I want to change my grading basis AFTER week 10?
Changing the grading basis after week 10 is not allowed, so you must make your final decision by Friday of Week 10 (June 5).

8. How do medical schools and/or graduate schools view Passed/Not Passed grades?
It is currently unclear how medical schools and various graduate programs will view Passed grades. Some schools have announced that they will accept Passed grades received during the COVID-19 pandemic. Please consult with the individual graduate/medical programs directly for more information about their policies. At this point, we have been told that law schools will calculate a No Passed grade as an F for admission purposes, but a Passed will not affect the GPA for admission purposes.
9. If I take my courses for a letter grade, what are the minimum grades required for each of the Psychology Department Majors and Minors and Specialization in Computing?

Please note that when deciding whether letter grading or the P/NP option is best for you, keep in mind that a C or better will result in a Passed grade and a C- or below will result in a Not Passed grade and cannot be used to satisfy any requirement. However, as indicated below, the threshold for receiving a Passed is HIGHER than many of the minimum letter grades that are allowed for the Department’s Majors, Minors and Specialization.

### Departmental Majors

#### PSYCHOLOGY MAJOR

**Prep for Major courses**
A grade of C or better is required in Psychology 10, Psychology 100A and Psychology 100B.
A grade of C- or better is required in the other preparation courses.

**Major courses**
A grade of C- or better is required in each Core and Laboratory course.
A grade a D- or better is required in each elective course.
An overall grade point average of 2.00 (C) is required in the upper-division major courses.

If a student chooses the Passed/Not Passed grading option for any of the Major requirements, the student must earn a C grade or better in order to receive a grade of Passed. If a student chooses Passed/Not Passed grading and earns a C- or lower, the student will receive a Not Passed grade and will not earn any unit or Major credit for the course.

#### PSYCHOBIOLOGY MAJOR

**Prep for Major courses**
A grade of C or better is required in Psychology 10, Psychology 100A and Psychology 100B.
A grade of C- or better is required in the other preparation courses.

**Major courses**
A grade of D- or better is required in each Core, Laboratory, and Elective course.
An overall grade point average of 2.00 (C) is required in the upper-division major courses.

If a student chooses Passed/Not Passed grading option for any of the Major requirements, the student must earn a C grade or better in order to receive a Passed. If a student chooses Passed/Not Passed grading and earns a C- or lower, the student will receive a Not Passed grade and will not earn any unit or Major credit for the course.
Frequently Asked Questions Regarding 2020 Spring Quarter Passed/Not Passed Grading

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Departmental Specialization

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