



**School of Continuing and  
Professional Studies**

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To Whom It May Concern:

This letter serves to clarify the School of Continuing and Professional Studies (SCPS)—formerly School for New Learning—policy regarding Pass/Fail courses.

SCPS provides a unique approach to learning for adults, with degree programs that build upon abilities and experiences, add knowledge and develop skills to help achieve personal and professional goals. A fundamental idea embedded in our academic programs is the value of learning from experience. We believe that integrating experiences and interpretations results in lasting knowledge.

As a result of this philosophical perspective regarding education, several of the classes offered in SCPS degree programs are taken by students on a Pass/Fail basis. A "Pass" grade indicates a student has met the course criteria developed by the instructor and demonstrated competence in class materials and topics. Courses graded "Pass" count towards DePaul graduation requirements and should be understood as representing *mastery* of course subjects.

Two SCPS courses are always assessed on a Pass/Fail basis: FA 303/304 Advanced Project and LL 390 Summit Seminar.

Four additional courses are typically graded Pass/Fail, but may be assessed for a letter grade upon student request. Permission must be obtained by a student from the course instructor, without exception, by the beginning of the third week of the quarter. These courses are the following: LL 261 Essay Writing, LL 270 Critical Thinking, LL 300 Research Seminar and LL 302 Externship.

Should you have any further questions about this matter, please contact me directly at [sbono@depaul.edu](mailto:sbono@depaul.edu).

Sincerely,  
*Shirley Bono*  
Assistant Dean