

**PASS/FAIL REQUEST****DEADLINES:**

**See Registrar's Office Calendar  
for Specific Term Date Deadlines.**

(25 class days after the beginning of  
Fall/Spring and 8 class days after the  
beginning of summer session)

_____	_____	
Student ID	Student Name	
_____	_____	_____
Class Year	Campus P.O.	Campus Telephone
_____		
Major Field(s) of Study		

**To the Registrar:** I request to be granted Pass/Fail in the following course in accordance with University policy, stated below.

TERM	YEAR	DEPT	CRSE #	SECT	TITLE

The course instructor's signature authorizes the student named above to take the course identified herein for a Pass/Fail grade.

_____	_____	_____	_____
Advisor's Signature	Date	Instructor's Signature	Date
		_____	_____
		Student's Signature	Date

**PLEASE READ CAREFULLY: The purpose of the Pass/Fail option is to encourage students to explore new areas of study in which they are interested but have no background.**

Students whose transcripts carry Pass/Fail or other grades not calculable in the cumulative academic average should be aware that their records may place them at a competitive disadvantage when applying for admission to some graduate and professional schools.

A student will be permitted to elect up to four semester course units to be graded Pass/Fail during four years in college. The Pass/Fail option is subject to the following limitations and provisions:

- The faculty-approved passing grade for courses taken on a Pass/Fail basis is 1.0 to 4.0.
- Semester course units taken to satisfy distribution requirements may be graded Pass/Fail.
- No more than one Pass/Fail option can be taken in any one semester.
- The Pass/Fail option is not allowed unless the student has enrolled on that basis, with the written consent of the instructor of the course. Request must reach the Registrar no later than the first 25 days of classes after each regular semester begins (first 5 weeks) and the first 8 days of classes for each summer session.
- Semester course units in the student's **major or minor field cannot be taken on a Pass/Fail basis** after the major or minor is declared.
- A **Pass** under the option **is not** calculated in the cumulative grade point average.
- A **Fail** under this option **is** calculated in the cumulative grade point average.