

**COLLEGE OF ARTS & SCIENCES  
PASS/FAIL GRADING OPTION**

- A. If you plan to attend graduate or professional school, you should check their policy for calculating “P” grades *before* choosing the P/F option.
- B. At least one of the following must be true:
  - a. First term student
  - b. Minimum 2.0 accumulative GPA
  - c. Minimum 2.5 GPA on last term of full-time enrollment
- C. **Students in the College of Arts & Sciences may only choose the Pass/Fail option for elective credit.** You may not use Pass/Fail grades to fulfill any specific University, College, major, minor or certificate courses.
- D. Students may register for only one Pass/Fail course in any quarter.
- E. Total Pass/Fail hours earned may not exceed 20 credits. (Note: A Pass/Fail grade of “F” counts towards the 20-hour limit.)
- F. When you select the Pass/Fail grading option and earn a “P”, the “P” grade does not impact your grade point average, although it will add hours earned. If you earn an “F”, however, the “F” is calculated into your grade point average and negatively impacts your academic standing.
- G. You may request to change from credit to the Pass/Fail option through the 15<sup>th</sup> calendar day of the quarter. After that date, requests to add or delete the Pass/Fail option will not be approved.
- H. Instructors are not informed that you have opted for the Pass/Fail grading selection. The Registrar converts grades submitted by instructors for students with the Pass/Fail option to “P” or “F”. You will not have access to view your original letter grade.

*I have decided to take the following course for a Pass/Fail grade and understand that I am responsible for ensuring that this course will only be used as elective credit:*

Call #	Prefix	Number	Section	Cr. Hrs.	Title
--------	--------	--------	---------	----------	-------

NAME (print) \_\_\_\_\_ PID# \_\_\_\_\_

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_