

APPLICATION PROCESS AND POLICY

- Undergraduate students who wish to enroll in a course on a pass/fail basis may do so by notifying the Registrar no later than fifteen class days into the given semester on this form. The decision to take a course pass/fail is final.
- The Registrar will translate the letter grade submitted by the instructor to either pass or fail. Passing” represents earned grades of “A” through “C-.”
- Most courses are open to pass/fail enrollment *except* courses in major fields, English Composition, or courses satisfying Core requirements.
- Students may register for no more than one course per semester on a pass/fail basis (with the exception of student teaching, field education, and citizenship courses) not to exceed eight courses in a degree program.

STUDENT INFORMATION

Last Name: _____ First Name: _____ PRN: _____

Email: _____ Registration is for: FA 20 _____ Spring 20 _____ Summer 20 _____

Major: _____ Advisor: _____

SECTION I: COURSE INFORMATION

Course Reference Number (CRN): _____ Subject and Course: _____

Title: _____

Instructor Name (Please print): _____ Number of credits: _____

SECTION II: APPROVAL (Font signature NOT accepted)

I, hereby acknowledge that I have read and understand the above noted policies regarding Pass / Fail and request to take the above noted course on a Pass / Fail basis.

Student's Signature: _____ Date: _____

Advisor's Signature: _____ Date: _____