

Pass/Fail Authorization

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|---------|----------|-------|------------|
| _____ | | | _____ |
| Student | | | Date |
| _____ | | | _____ |
| SS# | | | |
| _____ | _____ | _____ | _____ |
| Course | Semester | Year | Instructor |

I have read and understand the pass/fail regulations as stated in the current college catalogue and/or on the bottom of this form.

Signature of Student

Approval: _____
Instructor

Date

Department Chair

Date

Pass/Fail

Pass/Fail means a grade of either P (pass, credit earned) or F (failure, no credit) will be entered on the transcript, with no point values calculated in the grade point average. Sophomores, juniors, and seniors have the option of taking one course each semester on a pass/fail basis in accordance with the following stipulations and with the permission of the chair of the department in which the course is taken:

- (a) That the total number of credit hours taken under the pass/fail option not exceed 12. Courses in which advanced placement has been granted count in this limitation.
- (b) That the course be in a subject outside the major field of concentration and the core curriculum program.
- (c) That in the computation of scholastic averages for determining class rank, honors, or any other computation of rank, a pass grade will not be counted while a fail grade will be counted a value of zero.
- (d) That students choosing the pass/fail option at the time of registration with the permission of the department chair are not allowed to revert to regular status, nor can they revert from a regular grading course to pass/fail.
- (e) That the professor be advised that the student is taking the course under the pass/fail option; that the student satisfies the same requirements for the course expected of the regularly enrolled students.
- (f) That the professor has the right to deny the students registration under the pass/fail option in a specific course, but that the denial must apply to all students in that course and be clearly indicated at the time of registration.
- (g) That a student may take no more than one pass/fail course in any one semester.
- (h) That students declare their intention to take the pass/fail option by completing the PASS/FAIL AUTHORIZATION FORM prior to the end of the "Add" period at the beginning of the semester.