



**INDIVIDUAL REQUEST FOR PASS/UNSATISFACTORY
GRADE OPTION**

PLEASE READ THE FOLLOWING BEFORE COMPLETING THIS FORM

1. This request applies only to the Plan named below. Students are responsible for the number of credit hours they take for Pass/Unsatisfactory.
ONLY SEVEN CREDIT HOURS MAY BE APPLIED TOWARD GRADUATION.
2. Change of grading status from Pass/Unsatisfactory to regular grading must be completed before the end of the Add/Drop period.
3. Change from regular grading to Pass/Unsatisfactory must be done before the last day to withdraw for the term.
4. The college cannot guarantee that a class taken for a Pass/Unsatisfactory grade will transfer to any college or university. *Transfer agreements have not been made with any institution.*
5. Students registering for the Pass/Unsatisfactory option must perform at a level equivalent to a "C" or higher in order to receive a grade of "P."

REQUEST TO REGISTER FOR PASS/UNSATISFACTORY GRADE OPTION (Please Print)

Student's SSN: _____

EmplID: _____

_____ Plan

_____ School Dean

_____ Class Subject and Number

_____ Semester/Year

SIGNATURE OF STUDENT: _____ **DATE:** _____

Permission is granted to register for the class named above under the Pass/Unsatisfactory grading option. This class will apply towards graduation in the plan named (*if not above the seven-credit maximum*).

_____ School Dean Signature (Student's Plan)

_____ Date

COMMENTS:

Distribute:

Student

Plan School Dean

Class School Dean

Class Instructor

Central Admissions & Records