



**REQUEST TO TAKE A COURSE PASS/FAIL**

Name \_\_\_\_\_ Date \_\_\_\_\_ Student # \_\_\_\_\_

Major \_\_\_\_\_ Class Jr. Sr. Grad

<b>COURSE:</b>		Term: _____	Year: 20__			
CRN	Subject	Course #	Section	Title	Credits	Instructor

The Pass/Fail option is available for juniors and seniors for general ELECTIVE courses only. Graduate students can choose the pass/fail option for courses that are NOT used toward their degree. Pass/Fail is not allowed for courses in a student’s major, minor, CATC general education, certificate, fellowship program, endorsement, concentration, or teacher certification requirements.

- This request must be filed by the end of the 12<sup>th</sup> week for a semester course or the 5<sup>th</sup> week for a quad course. See the Registrar’s office for exact deadlines.
- To receive a “P” grade, undergraduate students must receive a C- or better. Potential grades are P, D or F for undergrads.
- To receive a “P” grade, graduate students must receive a B- or better. Potential grades are P or F for grad students.
- Max of 4 hrs pass/fail per semester.
- Total elective pass/fail courses may not exceed 16 hrs for undergraduate students.

Student Signature: \_\_\_\_\_