

Request for Pass/Fail Grading Option

Name: _____	
Date of Birth: _____	Student ID#: _____
E-mail: _____	Phone Number: _____
I affirm that I have read, understood, and agreed to this form in its entirety and that the information supplied is true and complete.	
Signature: _____	Date: _____

Pass/Fail Grading Option Policy:

The Pass/Fail Option encourages students to venture out of the specified curriculum requirements for a Bachelor Degree or Teacher Licensure. The Pass “P” notation is equivalent to the grade of “D” or better but has no effect on the grade point average; the Fail “F” notation is equivalent to the grade of “F” and will be calculated in the grade point average. Pass/Fail courses are under the same guidelines as the NC notation. These guidelines are those established college-wide and those which are subject to individual school and department regulations.

Students who have completed at least one MSU Denver course, and have at least a 2.00 cumulative grade point average may choose to be evaluated for a certain course on a Pass/Fail basis rather than by letter grade. Major, minor, general studies and other courses required for a degree, or for teacher Licensure may not be taken on a Pass/Fail basis.

Maximum graduation credit for Pass/Fail courses is 18 credit hours, earned in no more than six courses, limited to one course per semester or module.

A student must declare interest in the Pass/Fail Option no later than the 12th day of fall and spring terms, the 8th day of summer 10-week and 8-week classes, or the 2nd day of any module class. (See current class schedule for dates.) The instructor will assign the Pass/Fail grade on the final grade list which identifies students electing and eligible for Pass/Fail grading. If a student requests the option and later is declared ineligible, the student will receive notification from the Office of the Registrar. If approved, the student will see this change on their detailed schedule. Once approved, the request for the Pass/Fail is irrevocable. Some institutions do not accept credits for courses in which a “Pass” notation is given. Therefore, students who plan to transfer or take graduate work should determine whether the institution of their choice will accept the credit before registering for courses under the Pass/Fail Option. Student must be enrolled in the course before the Pass/Fail option can be assigned. Additionally, it is the student’s responsibility to ensure that the course is not in their Major, Minor, or General Studies.

TERM & YEAR	CRN	COURSE PREFIX	COURSE NUMBER	COURSE TITLE	SEMESTER HOURS

Office Use Only	
Identity confirmed by: _____	Date: _____
Processor/Approver: _____	Date: _____
Approved _____	Denied (Reason): _____