

REQUEST FOR PASS/FAIL OPTION

REQUEST DEADLINE: "Last day to withdraw from a course without a grade penalty*."
*See Academic Calendar for specific dates.

Classified students who have earned 60 semester hours or more and have a cumulative grade point average (GPA) of at least 2.0 may take up to **six non-program elective credit hours of pass/fail in any one semester** for a maximum of twelve credit hours during their tenure at CNU. **A class taken for the Liberal Learning Curriculum, General Education, Degree Studies, Major or Minor, Concentration, or Writing Intensive area requirements and Graduate level courses (course number 500 and above) cannot be taken as Pass/Fail.** Credit(s) for a passing grade will count toward graduation but will not be used in determining the grade point average, however; credits for a failing grade will not be awarded and the grade will be calculated into your GPA. The Pass/Fail option can be revoked only by withdrawal from the course or by withdrawal from the University. An 'Intent to Graduate' form must be on file in the Office of the Registrar for Pass/Fail consideration. Forms are available in the Office of the Registrar or online at the Office of the Registrar website. Please review the course 'Grade Mode' (available under 'Course Detail' under the 'Student Schedule' menu on your CNU Live record) to determine the status: 'P' indicates Pass/Fail request processed. A formal response will be emailed to the student's CNU email address on file.

NAME: _____ **ID#:** _____
(Please Print) (LAST) (FIRST) (MI)

PHONE # () _____ **CNU EMAIL:** _____

MAJOR: _____ **MINOR (if applicable):** _____

Cumulative GPA: _____ **Earned Credit Hours to Date:** _____

Term: Fall Spring Extended Spring Summer: Term I _____ II _____ 20____ Year

CRN	Course Title	Course #	Section

Pass/Fail course is listed in this area of my online degree evaluation:

- | | | |
|---|---|---|
| <input type="checkbox"/> Liberal Learning Foundations (LLF) | <input type="checkbox"/> General Education | <input type="checkbox"/> Major |
| <input type="checkbox"/> Area of Inquiry (A of I) | <input type="checkbox"/> Degree Studies | <input type="checkbox"/> Minor |
| <input type="checkbox"/> Liberal Learning Emphasis (LLE) | <input type="checkbox"/> Additional Science | <input type="checkbox"/> Non Program Elective (NPE) |
| <input type="checkbox"/> Writing Intensive (WI) | | |

IS THIS COURSE A REPEAT OF A CLASS I HAVE PREVIOUSLY RECEIVED CREDIT FOR? Yes No

BY SIGNING THIS FORM, I VERIFY THAT I HAVE CONSULTED WITH MY ACADEMIC ADVISOR AND REVIEWED MY ONLINE DEGREE EVALUATION AND THAT **THIS COURSE WILL BE CONSIDERED AS A NON-PROGRAM ELECTIVE ONLY**, AND I HAVE REVIEWED MY ONLINE TRANSCRIPT WITH MY ADVISOR AND UNDERSTAND THAT CREDIT WILL ONLY BE AWARDED ONCE FOR COURSES THAT ARE REPEATED. Yes No

Student's Signature: _____ Date: _____

A **graduate student** may take an undergraduate course on a pass/fail basis with the **written approval** by the Graduate Program Coordinator. A maximum of two courses are allowed, and limited to one course per semester.

Graduate Program Coordinator's Signature: _____ **Date:** _____

OFFICIAL USE ONLY: Approve Disapprove **Processed By:** _____ **Date:** _____

SPACMNT SHADEGR SGASPR EMAIL