



University of North Carolina Wilmington

PASS/FAIL OPTION FORM

Student Name: _____ SID: _____
Please print First Middle Last

UNCW email address: _____

Course: _____ - _____ Term: [] Fall [] Spring [] Summer Year: _____

In accordance with University policy the pass/fail grading option is intended only for 'free elective' undergraduate credit. It is the responsibility of the student to make sure he/she does not violate any limitations.

Instructions:

- Register for the course
Obtain permission for the pass/fail option from the instructor of the course
Obtain permission of the Associate Dean of your major area of study prior to the last day to officially drop/add classes
You will be notified via your UNCW email account if permission is DENIED
It is your responsibility to drop the course, in accordance with the published deadline for drop/add classes, if permission is denied and you do not wish to take the course for normal grading

Conditions under which an undergraduate student may register for a course using the pass/fail option:

- 1) Must have a cumulative grade point average of 2.0 or higher
2) Must have successfully completed 45 hours, with at least 12 hours at UNCW
3) No more than one course may be taken on a pass/fail basis in a semester or summer session, for a maximum of 9 hours of pass/fail in the academic career
4) Courses used to fulfill Basic Studies requirements or courses taken as part of either the major, minor or certificate program may not be taken as pass/fail
5) A course previously taken under the 'A, B, C, D, F' (normal) grading option may not be repeated under the pass/fail option.
6) The designation from graded to pass/fail or from pass/fail to graded cannot be changed after the last day to officially drop/add.
7) Pass/fail students are required to complete all course work and examinations and are graded as if they are taking the course for a grade. A 'P' grade is equivalent to a D- or better.
8) Credit hours in courses for which a student has earned a 'P' are counted toward the hours required for graduation but are excluded in the computation of the student's grade point average. Grades of 'F' are included in the computation of the grade point average.
9) Internships do not count in these elective pass/fail courses.
10) Students should be aware of the ramifications which could result from using the pass/fail option:
a. Many graduate schools will not consider 'P' grades for entry into a program
b. Many institutions do not award transfer credit for 'P' grades
c. Pass/fail hours will not be used in the calculation of dean's list and chancellor's achievement awards

Exception to Policy: Hours earned in courses for which the only grading method is Pass/Fail do not count toward the maximum of 9 hours.

I certify that I am eligible for the pass/fail option under the conditions listed above and understand all ramifications of taking a course pass/fail.

Signature of Student _____ Date _____
Signature of Instructor _____ Date _____
Signature of Dean _____ Date _____