APPLICATION FOR PASS/NO CREDIT COURSE

1. Students who have completed a minimum of 60 credits may take two (2) unspecified elective courses on a Pass/No Credit basis. The two (2) P/NC courses cannot be taken in the same semester. Pass/No Credit designation must be declared by September 30th (Fall semester) or February 20th (Spring semester).

2. The instructor in the course is not aware that you are registered on a Pass/No Credit basis. He/she will assign you an A, B+, B, C, C+, D, or F grade. The registrar will convert grades A-C to Pass, and D-F to No Credit. Pass/No Credit grades are not computed in the term or cumulative average.

3. You cannot change the course you selected as Pass/No Credit back to a letter grade. Please be aware that a No Credit (grades D-F) will prevent degree completion unless the course is over and above degree requirements.

4. Students taking a course on a Pass/No Credit basis must complete all the work for the course including the final examination and are subject to the same regulations as if on a letter grade basis.

5. This form must be submitted to the Office of Academic Programs in Martin Hall, Room 109 by the dates noted above.

Name: ____________________________________________________________ RUID: __________________

RU Email: ___________________________________________________________ Graduation Year: __________

Major: _____________________________________________________________ Number of Credits Currently Earned: ______

Requested Pass/No Credit Course Title: ____________________________________________________________

Semester (circle): Fall Spring

Course Number: __________ : __________ : __________ Index Number: __________________

School # Subject # Course # 5-digit #

☐ APPROVED  ☐ NOT APPROVED  ______________________________________________________________

Dean’s Signature: __________________________________________________________ Date: __________

Date Received___________