

# Pass/Fail Application

The purpose of taking a class Pass/Fail is:

1. To encourage the exploration of new areas of study.
2. To encourage the taking of more difficult courses.
3. To relieve excessive academic pressure.

Please be advised that you may want to consult with the Admissions Office of the college(s) to which you are applying, as to how they interpret pass/fail on an applicant's transcripts.

Please be sure to read excerpts from the District 113 Pass/Fail policy as listed below. The deadline for submitting your request for Pass/Fail is the end of the 8<sup>th</sup> week of the semester.

## EXCERPTS FROM THE PASS/FAIL POLICY

1. A student may elect any course offered in the school for a Pass/Fail grade under this policy except those required for graduation, or those used to fulfill graduation requirements.
2. All students must have at least 37 of the 41 credits required for graduation in regularly graded courses. Only four may be taken on a Pass/Fail basis. This includes students who elect to graduate in fewer than eight semesters.
3. Any student taking five or six courses may elect any one of them on a Pass/Fail basis (except those exempted in Item 1). A student taking seven courses may elect any two of them on a Pass/Fail basis. Once a student has earned 37 regularly graded credits, he may elect to take two courses on a Pass/Fail basis if he is enrolled in six courses, or one course on a Pass/Fail basis if he is enrolled in five or fewer courses, again excepting those exempted in Item 1.
4. To obtain a "Pass" in a course, the student must obtain a grade of "D-" or better, in accordance with standards of that course. The grade of "P" (pass) is not included in class rank or GPA, but a failing grade "F" (fail) is included in both.
5. The student must meet the same attendance and assignment requirements as regularly graded students.
6. A student may not take a sequential or pre-requisite course on a Pass/Fail basis. Only the last semester in an intended sequence may be taken Pass/Fail.
7. Student and their families are responsible for decisions made to carry a course on a Pass/Fail basis. Counselors will advise student and their parents on this matter.
8. Student on Pass/Fail may elect not to take the final exam during their final semester, if they have an average of at least 80% at the time of the exam.

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## DESIGNATION OF A SUBJECT TO BE TAKEN ON A PASS/FAIL BASIS

Student Name \_\_\_\_\_ ID Number \_\_\_\_\_

Date \_\_\_\_\_ Semester 1 2 School year \_\_\_\_\_

Current number of credits accumulated \_\_\_\_\_

Course Name \_\_\_\_\_ Teacher Signature \_\_\_\_\_

Counselor Signature \_\_\_\_\_

Student Signature \_\_\_\_\_ Parent Signature \_\_\_\_\_

**This form must be completed and returned to the counselor no later than the end of the 8<sup>th</sup> week of the semester. Please attach a copy of the student's schedule for the current school year.**