

PASS / FAIL OPTION FOR SENIORS/PGs

ACADEMIC OFFICE

Student Name _____ YOG _____

Course name _____ Teacher _____

To: **COLLEGE OFFICE**

Please discuss the possibility with the student and write a brief comment to indicate the potential impact of this decision on the college admissions process. Thank you.

Signature and date: _____

To: **ADVISOR**

Please review the guidelines governing the pass/fail option which are on page two of this document. After considering the advice of the College Office and after consultation with your advisee's parents, indicate your approval of the decision to elect the pass/fail option by signing below. If there are any objections, questions or reservations, please contact the academic dean. Thank you.

Advisor's signature and date: _____

Student's signature and date: _____

Academic dean signature and date (if approved): _____

PASS / FAIL OPTION FOR SENIORS/PGs

Seniors/PGs may elect a course Pass / Fail under the following conditions:

- The course may not fulfill a diploma requirement in any discipline.
- The course must be a fifth (or, rarely, a sixth) in the student's schedule.
- The course must be a spring term course.
- A student must elect the "pass/fail" option no later than two weeks into the spring term.
- A student may not change to the regular grading system once the pass/fail option has been elected.
- The "pass/fail" course is to be considered by the student as a regular course in which the student is an active participant both for homework and class work. The student is not an auditor.
- The same grading scale will be used for all students in the class, and a grade of "pass" or "fail" will be awarded to pass/fail students who meet the same standards for the course that apply to letter grade candidates.
- Seniors/PGs must have the approval of the academic dean, the advisor, and the college office.
- The academic dean reserves the right to limit the enrollment of "pass/fail students" in a given section.