

Location: _____

It is requested that the following change be made in the grading system for

Course Dept. & number

Course title

during Term _____ **Academic Year** _____

X **Change from graded basis to pass/fail**

Check with the instructor to see if a D is a passing grade.

Any course may be taken for pass/fail, but no more than two courses in the major field or a total of eight courses. Certain courses require a grade of 'C-' or higher. Therefore, if you elect to complete the course Pass/Fail, it will need to be repeated for a letter grade.

No more than three may be taken on this basis in an academic year, no more than one in a given term.

A course may be converted from pass/fail to a letter grade registration, or vice-versa approximately two-thirds of the way through a term. See your site calendar for details. Only one such change is permitted per course.

Repeats: A repeat must be taken under the same grading system, except that a student may elect to repeat under the traditional letter grading system a course originally completed under the pass/fail system.

Student name (printed)

BV ID#

Student Signature

Date

Advisor Signature

Date