

**Spring 2022 PASS/FAIL FORM**

Form must be complete and e-mailed to [registrar@millikin.edu](mailto:registrar@millikin.edu) by 5:00PM on Friday, May 13, 2022 for a 16 week course or prior to the last day of the class for a non-16 week course.

DATE \_\_\_\_\_

STUDENT ID \_\_\_\_\_

NAME \_\_\_\_\_

CRN*	SUBJECT	COURSE NUMBER	SECTION	CREDIT	TITLE

Students must understand that:

1. The decision to choose the P/F option and any curricular repercussions for doing so are solely the responsibility of the student. **The student should consult their advisor.**
2. A student must earn at least a C- to have a grade of P recorded. A grade of D+, D, D-, or F received under this option will be recorded in the student’s academic history as such and counted in the cumulative grade point average. The grade of P is not computed in the student's cumulative grade point average.
3. The P/F option is not reversible once elected by the student. (e.g., If a student elects P/F and ultimately earns an A, for example, a P will still be recorded.)
4. The instructor has no knowledge of the student electing the P/F option. The actual letter grade earned by the student is recorded by the instructor and converted to a P/F grade by the Office of the Registrar.
5. The P/F option may render a course non-transferable to other institutions.
6. The P/F option, if used frequently, may result in an insufficient recordable GPA to qualify the student for certain co-curricular activities, such as athletics.
7. Students should be aware that some highly competitive graduate, medical, nursing, dental, law, or other professional schools may not be willing to consider for admission those students with pass grades on their official transcripts. **The student should consult their advisor.**
8. Academic honors (High Dean’s List and Dean’s List) are awarded to students with 12 or more **graded** credit hours. Electing the P/F option for course(s) that reduce the total number of graded credits to below 12 will affect eligibility.

\*If on academic probation, meet with a member of the CAPP office, who will, if approved, forward to the advisor.

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

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Advisor Signature