

Saint Louis University
Petition for Pass/No Pass
Grading Scale

Form
#10

Section 1
Student

Student Name

Student ID

Student Email

Primary Program/Major

Total Earned Hours

Student Phone #

Section 2
Course

Semester (fall/winter/spring/summer and year) _____

Course (subject, number and section) _____

Section 3
Student Justification

State in clear and concise sentences why a Petition for Pass/No Pass Grading Scale is being submitted.

Section 4
Instructor Conditions

If instructor agrees to the Pass/No Pass Grading Scale state in clear and concise sentences the conditions for the student to complete.

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Section 5
Acknowledgements

I understand and acknowledge that:

- * The Pass/No Pass option may only be petitioned for elective courses.
- * A Pass grade may not be used to satisfy a course prerequisite.
- * A Pass grade cannot be applied to any of the following:
 - * Required lower and upper division courses within each college or school,
 - * Required course for a major,
 - * Required course for a minor,
 - * Required course for a concentration or
 - * Required course for a certificate
- * Both grades of Pass/No Pass are not awarded quality points and therefore are not calculated in the cumulative grade point average.
- * A course registered with a standard grade may be changed to a Pass/No Pass grade only through the last day of the add/drop period.
- * A course registered with a Pass/No Pass grade may be changed to a standard grade only through the last day of the add/drop period.

Student Signature

Date

Section 6
Approval

Instructor Name

Signature

Date

Chair/Director Name

Signature

Date

Form Procedures

1. Student completes sections 1, 2 and 3.
2. Student meets with course Instructor to establish conditions for Pass/No Pass in section 4, and receives approval via signature in section 6. If not approved instructor retains.
3. Student acknowledges policies and conditions related to Pass/No Pass in section 5.
4. Instructor submits petition to the Chair/Director of the student for approval in section 6.
5. Chair/Director submits approved petition to the Office of the University Registrar.
6. Office of the University Registrar records the approved course extension and deadline.