Syracuse University

Office of the Registrar   <u>Grading Option Request Form</u>

Students should forward completed form with all required approvals from school/college in one email to the Office of the Registrar, registrar@syr.edu, by the grading option deadline. All deadlines can be found in the List View of the Student's schedule. Please note that flex classes have deadlines specific to the class.
Grading Options may not be changed after the associated deadline.

Student Name: _____   SUID#: _____

Email: _____

Term: _____   Class Level: _____

Home School or College: _____

Pass/Fail Grade in Letter-Graded Course: Register for the course, then complete this form. College restrictions regarding pass/fail grades apply.

Class Reference Number	Department Prefix	Course Number	Section

Letter-Grade in Pass/Fail Graded Course: Register for the course, then complete this form. Alternatively, can be used to rescind pass/fail election in letter-graded course.

Class Reference Number	Department Prefix	Course Number	Section

General Information for Pass/Fail:

Grades of A-D are converted to P. P does not calculate toward the GPA. Credit is earned for courses with a P, but a grade of F is treated as any other F, i.e., the number of credits will be counted, and zero grade points are awarded. Courses graded Pass/Fail cannot be used for any program of study or concentration requirements or to fulfill an Arts & Sciences group requirement.

Policies at other colleges and universities may be different regarding transfer of credit of pass/fail courses. If you are thinking of transferring, consult the college catalog of the school to which you are applying.

Letter Grades: Passing grades in order of rank are A, A-, B+, B, B-, C+, C, C-, D. Grade points range from 4.0 (A) to 1.0 (D). F (failure) calculates with zero grade points.

See "Grades and Grading Symbols-Additional Information" in Academic Rules for further information.

Signatures: *(check with your school/college for required signatures)*

Student _____   Date: _____

College/School Dean: _____   Date: _____