

Enrollment Services - The HUB

Lower Level, Warner Hall
5000 Forbes Avenue
Pittsburgh, PA 15213-3890
Phone 412-268-8186
Fax 412-268-8084
E-mail thehub@andrew.cmu.edu
URL <http://www.cmu.edu/hub>

Student Information

Student ID Number: _____

Student Name _____
Last First MI

College: _____ Department: _____

Semester: Fall Spring Summer-1 Summer-2 Summer-All 20 ____
Circle One

Pass/Fail Information

Course Number _____ - _____ Section _____ Units _____

Undergraduate students may elect to take a free-elective course pass/fail unless precluded by the course, the course's department or the student's home department/college. Policies for graduate students vary and students should be advised to check with their individual colleges/departments/programs for details. A student must submit a Pass/Fail Approval Form to Enrollment Services indicating the course they are electing as pass/fail before the end of the university's drop period. This decision is irreversible thereafter. No information regarding the student's decision will be passed on to the instructor. Instructors will submit letter grades, which will automatically be converted to pass/fail.

A through D work will receive credit for units passed and be recorded as P on the student's academic record; below D work will receive no credit and will be recorded as N on the student's academic record. No quality points will be assigned to P or N units; P or N units will not be factored into the student's QPA.

Signatures

Student Signature _____

Advisor Signature _____

All Undergraduate and Graduate students

Approve *Date*
 Deny

Date

Department Head Signature _____

Graduate Students, only

Date