

### Pass/No Pass Approval

#### STUDENT INFORMATION

Student Andrew ID: \_\_\_\_\_

Student Name: \_\_\_\_\_  
Last/Family, First and/or Preferred, MI

College: \_\_\_\_\_ Department: \_\_\_\_\_ Class: \_\_\_\_\_

Semester (check one):  Fall  Spring  Summer-All  Summer-1  Summer-2 Year \_\_\_\_\_

#### PASS/FAIL INFORMATION

Course # \_\_\_\_\_ - \_\_\_\_\_ Section \_\_\_\_\_ Units \_\_\_\_\_

Undergraduate students may elect to take a free-elective course pass/no pass 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/No Pass Approval form to the University Registrar's Office indicating the course they are electing as pass/no pass 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/no pass.

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: \_\_\_\_\_ Date: \_\_\_\_\_  
mm/dd/yyyy

Advisor: \_\_\_\_\_  
All Undergraduate & Graduate Students Print/Type Name Signature

Approve  
 Deny

Date: \_\_\_\_\_  
mm/dd/yyyy

Department Head: \_\_\_\_\_  
Graduate Students Print/Type Name Signature

Date: \_\_\_\_\_  
mm/dd/yyyy

#### University Registrar's Office Use Only

Processed by: \_\_\_\_\_ Date: \_\_\_\_\_