

**Three Rivers Community Technical College
Office of the Registrar**

REQUEST FOR PASS/FAIL OPTION

--General Information--

Pass (P) is a final grade awarded to a student who completes a course, having opted for a grade of "P" prior to the end of the tenth week of a regular semester course. The "P" grade carries no quality points and is not figured into the Quality Point Average. The course counts as attempted by the student. Failure to complete the course satisfactorily is recorded with a "F" grade. The Pass/Fail option is not available for use on courses to be applied toward a technology degree or courses in the Nursing program. The Pass/Fail option is irrevocable.

No more than 12 credits carrying a "P" grade may be applied to the Associate's Degree.

Students requesting P/F grade option are advised that many colleges and universities do not accept "P" grades for awarding transfer credit.

APPLICATION

LAST NAME _____ FIRST _____ MI _____ SOCIAL SECURITY NO. _____
(OPTIONAL)

STUDENT ID# _____ DOB _____

____ FALL _____ SPRING _____ SUMMER _____ YEAR _____

COURSE INFORMATION:

DEPT. _____ COURSE NO. _____ ITEM NO. _____ SECTION NO. _____

COURSE TITLE: _____

INSTRUCTOR: _____

INSTRUCTOR SIGNATURE: _____ DATE _____

I have read the general information concerning P/F grade option and wish to apply for the option for the above named course.

STUDENT SIGNATURE DATE

INSTRUCTIONS

1. Students are responsible for obtaining this application from the Registrar's Office, having the instructor of the course sign and date the application where indicated, and returning the completed form to the Registrar's Office by the established deadline. Exceptions to the deadline will require the written consent of the Dean of Instruction.
2. Dean of Instruction's approval when required.

DEAN OF INSTRUCTION'S SIGNATURE DATE