

**St. Edward's University Office of the Registrar
Pass/No Pass Grading Form
For Currently Enrolled Students Only**

Student Name: _____ Student ID: _____

EdWeb Username (*ex: kjones3*): _____ Phone: _____ Hours Earned: _____

Course Number & Section: _____ Term: _____

Course Title: _____ Instructor: _____

Conditions for Undergraduate Students: Junior (60 hours earned), senior and postgraduate students may take up to 2 courses totaling 6 hours or less on a pass/no pass basis in any given semester and no more than 12 hours over the course of a student's entire academic history. However, such classes cannot be part of the requirements for the major, minor, or any of the following general University requirements: FSTY 1311; FSTY 1313; ENGW 1301; ENGW 1302; CULF 1320, 2321, 3330, or 3331; SCIE 2320; College Mathematics; Computational Skills; Oral Communication; Ethics; and Capstone Course or Honors Thesis. A letter of D or higher will count as a pass. Pass/No Pass grades cannot be converted to letter grades and are not included in the GPA.

All Pass/No Pass Declarations must be completed and submitted to the Office of the Registrar by the mid-semester date for Spring and Fall (as posted in the academic calendar), the 24th class day for the 12 Week summer term, and the 15th class day for the 6 Week summer terms. This declaration may be withdrawn at any time up until the above deadlines and the class taken for a letter grade. Deadlines and detailed information on Pass/No Pass Declarations & Withdrawals are available on the web at www.stedwards.edu/regist and in the Undergraduate and New College Bulletins.

Conditions for New College Students: The following courses cannot be taken Pass/No Pass: A-NCCI 3330; A-PHIL 2329; a Critical Issues course, A-CAPS 4360; the course in English Writing; the course in College Mathematics; the course in Computational Skills; and core courses or required electives in the major or minor. **Please refer to the New College Bulletin for filing deadline information.**

PASS/NO PASS DECLARATION

I wish to be graded Pass/No Pass for this course and understand the above.

Student Signature: _____ Date: _____

I have read the conditions and certify that this Pass/No Pass declaration meets the requirements listed above.

Advisor Signature: _____ Date: _____

Advisor Name (*print*): _____ Dept./School: _____

PASS/NO PASS WITHDRAWAL

Please withdraw my Pass/No Pass declaration for the course listed above. I will complete this course for a letter grade.

Student Signature: _____ Date: _____

For Office Use Only

Declaration

<i>Received By</i>		<i>Date</i>	
<i>Copy to Student By</i>		<i>Date</i>	
<i>Grade Processed By</i>		<i>Date</i>	

Withdrawal

<i>Received By</i>		<i>Date</i>	
<i>Copy to Student By</i>		<i>Date</i>	