



Application to Change Grading Type

This form must be complete and submitted to Student Administrative Services before the last day of drop/add for the course you wish to change. No exceptions.

--	--

Last Name

First Name

Middle Initial

Date

--

Student ID #

()

Student Phone Number

--

Major

Course Number of Course you Wish to Change

--

Semester & Year

Fall <input type="checkbox"/>	200_____
Spring <input type="checkbox"/>	
Summer <input type="checkbox"/>	

Course title

--

Change Requested:

Pass/Fail to Letter Grade

Letter Grade to Pass/Fail

I am requesting a change of grading type for this course. I understand that a course with a grade of pass/fail cannot count toward an undergraduate major or minor requirement and that a grade of "pass" will have no impact on my GPA. I understand that once this form is submitted, I cannot change the grading type again and that no exceptions will be made.

--

Student Signature

--

Date

--

Advisor Signature

--

Date

--

Instructor Signature

--

Date