



Northern Kentucky University
 Office of the Registrar
 Administrative Center 301
 Nunn Drive
 Highland Heights, KY 41099
 859.572.5556(voice)
 859.572.6094(fax)

Pass/Fail Option Form

Student Name: _____

Social Security Number: _____

Address: _____ City: _____ State: ____ Zip: _____

Classification: ____JR ____SR Major: _____

Semester Course to be taken: _____

Courses to be taken:

Course Prefix	Course Number	Section Number	Course Title	Credit Hours

By exercising the option to take the above course(s) on a pass/fail basis, I understand that I must comply with all of the requirements below:

- _The student must be pursuing a bachelor degree.
- _The student must have attained at least Junior standing (having earned 60 semester hours)
- _Course(s) listed must be elective in nature and cannot be applicable to specific general education, major, or minor/area of concentration requirements.
- _No more than 12 semester hours toward graduation may be completed through the student initiated pass/fail.
- _Only the grade of C or above will be considered passing when courses are taken under the pass/fail option: grades of D and F will be recorded as failing grades.
- _P grades will not be computed in the grade point average but will be credited as semester hours earned; D or F grades will be recorded as failing grades.
- _The option to receive a Pass/Fail grade must be submitted by the last day to register or enter a course as stated in the Academic Calendar; after this date, changes can only occur by withdrawal or by repeating a course.

_____ Student Signature

_____ Date

