



Petition to select course to be taken on a pass/no-pass basis

Complete this petition. A copy will be validated by Admissions & Records and given to you for your records. If this office should lose your request, your copy will be the only proof that you did sign up to take a course on a pass/no-pass basis.

Student's Last Name	First Name	Middle initial	Student Identification Number
Course Name and Number	Section Number	Semester and Year	

AGREEMENT: I have read the statement regarding the Pass/No-Pass options and I understand and agree to abide by all the provision therein.

Student signature: _____ Date: _____

Office use only

Effective Date: _____

Cut here

Please read the following regulations governing the pass/no-pass policy and sign and date the form on top and submit to Admissions & Records:

PASS/NO-PASS OPTION

The College President may designate courses in the College Catalog wherein all students are evaluated on a "Pass/No-Pass" basis or wherein each student may elect on registration or no later than the end of the first 30% of the term, whether the basis of evaluation is to be "Pass/No-Pass" or a letter grade. These courses will be noted in the College Catalog as being eligible for the Pass/No-Pass Option.

1. USAGE FOR SINGLE PERFORMANCE STANDARD. The Pass/ No-Pass grading system shall be used in any course in which there is a single satisfactory standard of performance for which unit credit is assigned. A grade of Pass (P) shall be assigned for meeting that standard, and a grade of No-Pass (NP) shall be assigned for failure to do so.

2. ACCEPTANCE OF CREDITS. All units earned on a "Pass/No-Pass" basis in accredited California institutions of higher education or equivalent out-of-state institutions shall be counted in satisfaction of community college curriculum requirements.

3. RECORDING OF GRADE. A student who is approved to be evaluated on the "Pass/No-Pass" basis shall receive both course credit and unit credit upon satisfactory completion of the course. Satisfactory completion for credit is equivalent to the grade of "C" or better. A student who does not perform satisfactorily will be assigned a "No- Pass" (NP) grade.

4. GRADE POINT CALCULATION. Units earned on a "Pass/No-Pass" basis shall not be used to calculate grade-point averages. However, units attempted for which "No-Pass" (NP) is recorded shall be considered in probationary and dismissal procedures.

5. STANDARDS OF EVALUATION. The student who is enrolled in a course on a "Pass/No-Pass" basis will be held responsible for all assignments and examinations required in the course and must meet the standards of evaluation which are identical for all students.

6. CONVERSION TO LETTER GRADE. A student who has received credit for a course taken on a "Pass/No-Pass" basis may not convert this credit to a letter grade.

7. COURSE REPETITION. A student who has received a grade of "No- Pass" (NP) may repeat the course by meeting the requirements set forth by the District Course Repetition to Improve Substandard Grades Policy.