

# Duke University

## DECLARATION OF UNDERGRADUATE PASS/FAIL GRADING STATUS IN COURSE

This form must be submitted to the Office of the Registrar, 705 Broad Street, Rm 202 or to the Student Service Center in 101 Allen Building before Drop/Add ends.

Name \_\_\_\_\_ Semester/Year \_\_\_\_\_

Student ID No. \_\_\_\_\_ E-mail address \_\_\_\_\_

Course to be registered for P/F grading \_\_\_\_\_ See regulations below.

Name of instructor (print) \_\_\_\_\_

Instructor's permission (required) for student's pass/fail grading status given as (check one)

Signed permission note attached

Instructor's signature: \_\_\_\_\_

Check one and read regulations below  Trinity College  Pratt School of Engineering

### UNDERGRADUATE REGULATIONS CONCERNING PASS/FAIL GRADING AND REGISTRATION

(These apply only to courses offered for a letter grade for which a student requests special registration for P/F grading.)

#### Rules that apply to all Duke undergraduates (Trinity and Pratt)

- With instructor's permission, eligible students may elect P/F grading in one course in any semester.
- Courses registered by students for P/F grading status will not be counted toward requirements for majors, minors, or certificates, including prerequisite courses. Note that students may not repeat courses in which they have earned a P.
- Neither the student nor the instructor may change the grading status of a course after Drop/Add ends.
- Each semester, the Registrar reports errors in P/F registrations to the undergraduate Academic Dean and will correct/adjust the record accordingly. In the case of multiple P/F course registrations in one semester (not including courses offered only as P/F grading), the first course registered with P/F status will be retained with P/F grading; other registrations will be converted to letter grading.

#### Trinity College rules

- Students who have not declared a major may not register for P/F grading in any course.
- Seminars (S), discussion courses (D), preceptorials (P), tutorials (T) may not be taken with P/F grading.
- P/F courses will not be counted toward any general curriculum requirement, *e.g.*, AL, QID, seminar.
- P/F courses do not count toward the minimum 4.0 cc needed for eligibility for the semester Dean's Lists.

#### Pratt School of Engineering rules

- P/F courses may count toward the SS/H requirements and unrestricted electives.
- P/F courses may count toward the minimum 4.0 cc needed for eligibility for the semester Dean's Lists.

Authorization for P/F grading is granted only with the student's signature signifying acceptance of above rules and including certification that no course this semester has been previously registered with P/F grading.

Student signature \_\_\_\_\_