



Spring 2020 Pass/Fail Request for Undergraduate Students

INSTRUCTIONS

- Complete this form, either electronically or by printing and then scanning back in.
- Make sure you either sign or initial the form.
- Email your completed form to your academic advisor using your official UK email account.
Submissions received from personal email accounts will not be accepted.
- **Your academic advisor must receive your form electronically no later than 11:59 p.m. EST on May 1, 2020.**

PERSONAL INFORMATION

Name: _____ UK ID #: _____
(Last, First, Middle)

UK Email: _____ Primary Major: _____

Phone #: _____ Academic Advisor: _____

Are you planning to go to a professional school (medical school, law school, pharmacy, etc.) or graduate school after graduation?

- ☐ NO
☐ YES

Are you taking courses that count toward both your undergraduate degree and the University Scholars Program?

- ☐ NO
☐ YES

COURSE(S) INFORMATION

Spring 2020 Course(s) to Count as Pass/Fail

Prefix	Number	Section	Do You Intend on Submitting a Repeat Option for This Course?
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No

What is Your Rationale for Requesting Pass/Fail for the Above Course(s)?

ACKNOWLEDGEMENTS

1. I understand that after consultation with my academic advisor, I may voluntarily elect Pass/Fail (P/F) grading instead of normal letter grading for Spring semester 2020 courses.
2. I understand that a separate election must be made for each course in which I desire P/F grading. I also understand that I must make an intentional election of the P/F option, as automatic P/F grading or blanket P/F grading is not permitted.
3. I understand that classes taken as P/F will not count toward my GPA but the letter grade submitted by my instructor may be used to determine if I meet a grade prerequisite for a future class, and in determining a course grade requirement for Engineering Standing. For example, if a class requires a grade of C or better for Engineering Standing, for a prerequisite, and I earn a D, the grade will be recorded as a Pass (P) but I will not have satisfied the requirements for progression and may need to repeat the course.
4. I understand that credit for pre-major and major courses required by the College of Engineering and other colleges graded P/F will count towards degree requirements except for those that do not meet the grade requirements for prerequisites and Engineering Standing.
5. I understand that if I am taking a class for the second time and plan to file a *Repeat Option*, the course must be taken for a letter grade. A pass will not count.
6. I understand that a P/F grade can be used for the GCCR requirement. A "C" grade is not required.

7. I understand that a P/F grade can be used for courses counting toward a certificate. The University is waiving the Senate rule requiring a "C".
8. I understand that the following conditions will apply in the determination of Dean's List and Latin honors:
 - a. Required enrollment in at least 12 credit hours, with at least 9 credit hours taken for a "letter" grade.
 - b. Any courses taken as P/F must receive a P.
 - c. GPA requirements for honors would be the same as currently required.
 - d. No "I" grades are allowed. However, retroactive honors are possible once course requirements are complete and a grade is awarded.
9. I understand that regardless of my type of grade, I am expected to do the following:
 - a. Spend 3 hours of effort for each hour of on-line contact time.
 - b. Be alert to electronic communications from instructors.
 - c. Seek clarity on course material and instruction with instructors promptly.
 - d. Make full use of electronic communications to interact with classmates while avoiding issues associated with academic misconduct.
10. I understand that if I decide to elect P/F for my grade option, I assume responsibility for any effects the election may have on eligibility for financial aid and scholarships, admission to graduate or professional schools, qualification for employment, qualification for professional licensure, transfer to other colleges or institutions, or other matters in which grade point average or graded credit hours are an evaluative criteria.
11. I understand that other criteria may apply depending on my major.
12. I understand that I am responsible for discussing my P/F options with my academic advisor plus reading the *FAQ's for Choosing Pass/Fail Option for Spring 2020* so I understand all of the implications of electing P/F for my grade option.

By signing or initialing below, I certify that I have read, understand, and agree to the terms of the statements listed above.

_____	OR	_____	_____
Student Signature		Student Initials	Date

ACADEMIC ADVISOR MEETING

Notes (To Be Completed by the Academic Advisor)

_____	OR	_____	_____
Academic Advisor Signature		Academic Advisor Initials	Date

ENGINEERING STUDENT RECORDS USE ONLY

Date Sent to Registrar: