

CHANGE OF GRADING OPTION FORM-A

(This form is to be used by students who ENTERED THE COLLEGES PRIOR TO FALL 2018 when changing grading option from a GRADED course to a course to be taken as CREDIT/D CREDIT/NO CREDIT – see below. NOTE: Some majors and minors do not accept CR grades, and some accept only one. This applies to cognate or cross-listed courses, and individual approvals for substitutions, as well as to departmental courses. Please check your courses carefully.)

DUE BY THE ELEVENTH WEEK OF THE SEMESTER

Students may choose between a letter-grade and a “CR/DCR/NC” grading option in many of the courses taken, unless otherwise specified. This choice is indicated at the time of registration for the course but may be changed with the signed approval of the advisor at any point prior to the end of the 11th week of the semester. The Change of Grading Option Form must be filed by the student at the registrar’s office by the end of the 11th week of the semester.

Courses taken “CR/DCR/NC” are not calculated in the GPA. For the purpose of review, a grade of CR indicates course work was C- or better. A grade of DCR indicates course work sufficient for credit for the degree, but lower than a C-. A grade of NC indicates work lower than a D- and is not sufficient for credit towards the degree. No more than four grades above F but below C- (D+, D, D-, or DCR) may be counted toward the 32 semester equivalent courses toward the degree.

NOTE: Some majors and minors do not accept CR grades, and some accept only one. This applies to cognate or cross-listed courses, and individual approvals for substitutions, as well as to departmental courses. Please check your courses carefully.

In order to be eligible for Deans List in a given semester, at least three of the courses must be taken for grades, with no grades below C-.

DATE: _____

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|-----------|-------|--------|-------------------------|----------------|
| LAST NAME | FIRST | MIDDLE | COLLEGE (circle one) | STUDENT ID NO. |

| SEMESTER | MAJOR | MINOR | YR. LEVEL |
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| DEPT. COURSE NO. (IE: HIST-100-01) | COURSE TITLE |
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| DEPT. COURSE NO. (IE: HIST-100-01) | COURSE TITLE |
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*STUDENT SIGNATURE: _____ DATE _____

**By signing this form, I certify that I am not requesting a change of course grading option for this full credit course to CR/NC/DCR because I stand accused of a violation of the principle of academic integrity or have been found responsible for such a violation.*

ADVISOR SIGNATURE: _____ DATE _____