

PASS / NO CREDIT APPROVAL FORM 2024-25

Some departments offer a limited number of courses for major credit on a pass/no credit basis, in which a "P" (pass) or an "NC" (no credit) is recorded on a student's report card. The grade will not be included in computing the GPA.

Application deadline: First Semester September 30, 2024

Second Semester January 31, 2025

Please submit this application the Associate Principal for Administrative Services, Room 215

Student's Name _____ **ID#** _____ **Adviser** _____

Class: ☐ SOPH ☐ JUNIOR ☐ SENIOR **Select one** ☐ Semester 1 ONLY ☐ Semester 2 ONLY ☐ Full Year

Course Title/Level _____ **Section #** _____

MY FOUR OTHER MAJOR SUBJECTS ARE:

1. _____ 2. _____
3. _____ 4. _____

TEACHER'S SUMMARY OF PASS/NO CREDIT AGREEMENT:

1. This course must be a fifth major, not required for graduation. If you drop from five to four majors, the major originally approved for Pass/No Credit will automatically be graded and included in the class rank.
2. The Pass/No Credit grade will not be included in your grade point average, but the Pass/No Credit will appear on your transcript.
3. Courses required for graduation may not be taken on a Pass/No Credit basis
4. AP courses may not be taken on a Pass/No Credit basis
5. Once the contract has been completed and filed with the Associate Principal for Administrative Services, Pass/No Credit status may not be changed to the regular grading system.
6. The Pass/No Credit option must be renewed each semester.

TO THE STUDENT: YOUR SIGNATURE BELOW AFFIRMS THAT YOU ARE FAMILIAR WITH THE FOLLOWING PASS/NO CREDIT POLICY.

Signatures: Must be secured in the order listed.

Teacher _____

Date _____

Parent _____

Date _____

Adviser _____

Date _____

Department Chair _____

Date _____

Student _____

Date _____

For Administrative Use

Associate Principal for Administrative Services _____

Date _____

Copies: Registrar (original copy), Department Chair, Teacher, Adviser Chair, Adviser

Rev: 8/24