THE CITADEL

Office of the Registrar

Pass/Fail Option Form

Undergraduate Students

Academic Junior and Senior Only

1. A student must be a **junior or senior with a cumulative GPA of 2.000 or higher.**
2. No more than **one course per term** can be taken on a pass-fail basis.
3. **No more than four pass-fail courses** can be applied **toward graduation.**
4. **Only general electives** can be taken on a pass-fail basis.
5. A student may **not change his or her decision** to take the course on the pass-fail basis for a letter grade after the first two weeks of the term.
6. Courses completed under the pass-fail option carry **graduation credit but no quality points** and are not included in GPA computations.

Last Name: _____ First Name: _____ MI: _____

CWID: _____ Email: _____

Course Information: _____ _____ _____ _____

	CRN	Subject	Number	Section
Example:	1234	ENGL	101	01

_____ _____

Advisor Signature Date

_____ _____

Student Signature Date

Office Use Only

Student Classification: _____ Cumulative GPA: _____

Total courses taken to date on pass-fail basis: _____

Course requested is a general elective: ☐ YES ☐ NO Instructor Notified: ☐ Yes ☐ No

Approved for Pass-Fail Option:_____

Signature of Registrar

Recorded to Banner: _____ _____

Initials Date

Revised: 2024