



San Jose/Evergreen Community College District Pass/No Pass Option Form

Name: _____ SSN/ID#: _____
Last First Middle

Address _____

(City) (Zip)

Date: _____ Phone _____

Fall
 Spring Year _____
 Summer

CREDIT/NO CREDIT OPTION (CURRENT TERM)

I am requesting to take the following course(s) as Pass/No Pass. This means that I will Not receive a Letter Grade. (Courses taken P/NP DO NOT calculate into G.P.A.) I am also aware that I will Not be able to alter my grading option at a later date. Specific deadlines apply for selecting grade options. (See important information below)

Course Title	Course ID#	Instructor	Units
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_____	_____	_____	_____
_____	_____	_____	_____

Student Signature: _____

Date: _____

LETTER GRADE OPTION (CURRENT TERM)

I am requesting to take the following course(s) for a Letter Grade. I am aware that I will Not be able to alter my grading option at a later date. Specific deadlines apply for selecting grade options. (See important information below)

Course Title	Course ID#	Instructor	Units
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_____	_____	_____	_____
_____	_____	_____	_____

Student Signature: _____

Date: _____

IMPORTANT INFORMATION

- The course must be listed with a Pass/No Pass option (Catalog: with an "O"; Schedule: with a "+").
- These courses may count toward satisfactory completion of an AA/AS Degree.
- These courses shall be used in calculating Probation and/or Dismissal status.
- The student must submit this form to Admissions & Records on or before the 4th Friday of the regular semester, the 2nd Friday of the mini-semester, or the 1st Friday of the summer session.
- Individual transcripts will reflect only a "P" or "NP".

WARNING

Four-year colleges typically DO NOT accept transfer credits for courses taken for a Pass/No Pass grade. If you are planning to transfer this course(s), you should check with a counselor before you select your grading option.