

DIN: 3125-1-01
Title of Policy: Pass/No Pass Grade Option

Policy

Learners may enroll in certain courses on a Pass/No Pass basis. Credits recorded as P/NP are not included in the computation of the learner’s grade point average, but a limited number of pass credits count toward graduation.

The option to register on a Pass/No Pass basis may be exercised through the drop/add deadline of the semester. The Pass/No Pass registrant is obligated to complete all course requirements and to take all examinations. A Pass grade is awarded for performance equivalent to a C or above. The following restrictions apply to Pass/No Pass registration.

1. Learners may accumulate no more than 9 semester credits for graduation under the P/NP grading option.
2. Learner may take no more than 1 class per semester on a P/NP basis.
3. Learners who are on Academic Probation will not be allowed to register for any courses on a P/NP basis.
4. Prerequisite courses may not be taken on P/NP basis.
5. No class taken initially for a letter grade maybe repeated on a P/NP basis.

It is the learner’s responsibility to consult with his/her instructor and/or advisor prior to choosing the P/NP option for a given course to discuss possible ramifications of taking a class on a P/NP basis, such as the impact on potential for transfer and licensure/certification requirements.

Purpose

To ensure that pass/no pass grades are used appropriately so that learners progress toward their degree requirements.

Responsibility

The table below describes responsibilities for this policy:

Group/Individual	Responsibility
Learner	Request pass/no pass grade option in writing to the Registrar or online.
Registrar	Determine eligibility of course for pass/no pass option upon request of learner. Communicate pass/no pass grade options to instructors.

Supporting References

Listed below are college document(s) that support this policy:

Compliance References:

Listed below are references to compliance requirements (e.g. MnSCU policy, federal regulations).

The most current documentation is electronic; therefore, please discard printed copy after 24 hours. This does not apply to completed forms which are records.			Print Date: 02/07/06 10:32 AM	
Document Number:3125-1-01	Rev.	Page 1 of 1	Level #1	
Title: Pass/No Pass Grade Option			Implementation Date:	
Approved: Dr. Quistgaard	Date: 1-26-06	Check here if policy should appear campus handbook:	<input checked="" type="checkbox"/>	