CENTRAL WYOMING COLLEGE

Semester_____Year_____

ALTERNATE GRADING OPTION

Students may select, by completing this form, alternative grading options to the standard letter grades of A, B, C, D or F. However, students should consult with advisors prior to submitting this form to be sure there are no restrictions the student should be aware of that might affect graduation. **This change may also affect your financial aid.**

Students requesting a change from a letter grade to S/U or Audit must submit this form to Registration and Records **by the published last day to withdraw from semester length classes**.*

Students requesting a change from S/U or Audit to a letter grade must submit a letter of recommendation from the course instructor to Registration and Records **by the published last day to withdraw from semester length classes**.*

Student_____ ID or Social Security Number_____

Course Prefix/Dept. _____ Course Number _____ Section Number _____

Course Title_____

I wish to receive the grading option checked below for the above listed class.

____Letter Grade (A, B, C, D or F), with Credit
____S or U, Satisfactory or Unsatisfactory with Credit (Your G.P.A. will not be affected by this grading option.)
____Audit, Without Credit

Signature_____ Date_____

CAUTION: A maximum of 12 credit hours of S/U grading may be applied towards a degree. No S/U courses may be used to fulfill general education or area of emphasis requirements unless the course is offered for S/U grading option only.

*This period is prorated for courses meeting for more or less than a semester. See the Schedule of Courses for the last day to withdraw from non-semester length courses.

OFFICE USE ONLY
Received:_____Technician:_____

Green - Registration & Records Yellow – Student 03/05