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.*

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.

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