



Registrar's Office  
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## Pass-Fail Appeal (Graduate)

**Note: This is a policy amendment for spring 2020 courses only. Students must submit this appeal to the Dean's Office for their major no later than 11:59 p.m. on May 19, 2020. Late submissions will not be accepted.**

Name: \_\_\_\_\_ Student ID: \_\_\_\_\_

Major: \_\_\_\_\_

Course Subject and Number: \_\_\_\_\_ Course Subject and Number: \_\_\_\_\_

Course Subject and Number: \_\_\_\_\_ Course Subject and Number: \_\_\_\_\_

Course Subject and Number: \_\_\_\_\_ Course Subject and Number: \_\_\_\_\_

### General Regulations and Information Concerning the Pass-Fail Option

With the approval of the Dean for the student's program, matriculated students in some programs are eligible to register for certain courses on a pass-fail basis. The Pass-Fail option is blind in that the instructor is not aware of the student's use of the Pass-Fail option until after the grades are submitted, except where the instructor is also the advisor. As decided by the department, required or elective courses may be taken under the Pass-Fail option. Undergraduate courses listed in any program that students are required to take to strengthen their academic backgrounds may not be taken under the Pass-Fail option. During the Spring 2020 semester, there is no limit on the number of courses, that may be taken under the Pass-Fail option. The final grade will be reported as "P" if the final grade earned is "C" or higher. This grade earns zero quality points and has no effect on the GPA but does count as attempted credit. If the final grade earned is "C-" or below, the final grade will be reported as "F". This grade earns zero quality points, but will impact the GPA, and does count as attempted credit. Courses taken for pass-fail might not be accepted for transfer credit when attending another institution; are excluded from GPA calculations when passed, which may impact a student's ability to meet certain GPA requirements needed for their program or graduation; and may not be satisfactory in meeting prerequisite requirements when applying to other graduate programs.

### Agreement

I wish to take the course listed above under the Pass-Fail Option. I have read and understand the general regulations and information pertaining to the Pass-Fail Option and accept responsibility for the consequences of this election. I further recognize that once I have selected the Pass-Fail option, it will not be possible to revert to a graded option. I understand that I must submit this contract to the Dean's Office for my major by 11:59 p.m. on May 19, 2020.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Note: Students may create a digital signature with their SCSU email by clicking the signature block above, or the form may sent to the Dean's Office from the student's SCSU email without a signature.**

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### Dean's Office Approval

By my signature, I approve this student request for a pass-fail grade option due to extenuating circumstances. I further acknowledge that the course(s) are eligible for pass-fail as determined by the major. If this is a partial approval, I have listed any individual course denials here:

\_\_\_\_\_

Dean/Designee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Note: Approved pass-fail contracts must be submitted from the Dean's Office to Registrar@SouthernCT.edu with a copy to the student no later than 11:59 p.m. on May 21, 2020.**

## Pass-Fail Appeal (Graduate)

***Students: Please use the space below to document the extenuating circumstance that delayed your ability to request a pass-fail grade option. Examples of extenuating circumstances that meet the appeal requirements are:***

- I (or a dependent) was ill at the time of the May 1st deadline and I was unable to submit a pass-fail contract.
- I (or a dependent) have become ill since the May 1st deadline which has impacted my performance in class and I am now seeking a pass-fail contract.