

**Xavier University of Louisiana
Office of the Registrar
Application for Pass/Fail Course Grade**

Applicant Contact Information			
Name:	Last	First	Middle
Classification:	Major1	Minor	
XULA ID #:	Major 2		
Email:	_____		
Phone:	_____		
	Cell	Home	

Students may select to take up to three **elective** courses Pass/Fail. The Pass/Fail option applies to elective courses only (not major, minor, concentration, certificate, or core). This form must be completed **within** initial semester **add** period.

Please sign below indicating your understanding of and agreement with the following:

- A student must have his or her advisor’s permission and the course instructor’s permission. *(Please note that instructors are NOT required to allow this.)*
- A student must be of sophomore status (more than 29 completed hours) or higher to qualify.
- The P/F policy denotes grades of A-C as passing and D and F as Failing. Students whose overall coursework in the class merits a “C” or higher will have a Pass on the transcript. No GPA credit is earned for a Pass. If a student fails the course, the “F” is factored into the GPA. In either instance, the course is factored in the total number of credit hours attempted at the University. A grade of “P” or “F” will be indicated on transcript.
- This request is not reversible

**Please see the official Pass/Fail Policy for full details.*

Semester in which the Pass/Fail class is being taken _____

Course	Credit hrs	Instructor
(EXAMPLE) ACCT 1010: Principles of Accounting I	3	Dr. J. Buffett

Student’s Signature _____

Date _____

Professor’s Signature _____

Date _____

Printed Name _____

Advisor’s Signature _____

Date _____

Printed Name _____