Name: __________________________  Date: _________  Box: _______

ID#: _______  Phone#: ___________________  Degree: _______  Semester: _______

Course Name and Number: _______________________________________________________

Student Signature: _____________________________________________________________

Policies and Procedures Regarding Pass/Fail Petitions:

Procedure: File this Pass/Fail petition with the Registration Office.

Deadlines:

Fall, Spring and Summer Sessions: See Academic Calendar in Student Handbook for exact dates.
Semlink Courses: 57 days from the start date (exact date printed on Semlink registration confirmation)

Effect on Graduation Honors:
Students who elect to use more than two pass/fail options per degree (excluding courses with mandatory P/F grading) will not be eligible for graduation honors (e.g. Cum Laude, etc.). At present, this only applies to students in the M.Div. program.

Number Permitted:
- M.Div. Four Courses (see note above on honors)
- M.A. Two Courses
- Non-degree students (Special, Visiting...) are not permitted to take classes Pass/Fail.

Courses received as transfer or shared credit effect the number of available Pass/Fails as follows:
- 1-5 courses transferred/shared credit = no change
- 6-11 courses transferred/shared credit = loss of one Pass/Fail option
- 12+ courses transferred/shared credit = loss of two Pass/Fail options

No more than half of the course requirements within a teaching area (i.e. NT, ET, etc.) may be taken Pass/Fail. This does not include Greek and Hebrew language courses. Students who have Pass/Fails available may take all of their languages on a Pass/Fail basis.

Additional Information:
The number of Pass/Fails permitted includes courses that are mandatorily graded on a Pass/Fail basis (except for Denominational Standards courses). Students wishing to take such courses must plan accordingly since they will not be permitted to exceed their allowed number of Pass/Fails.

For Office Use Only: Approved _______  Denied _______  Number Remaining _______

Signature __________________________________________  Date ______________________

Updated 5/13/2008