



# Pass/No-Pass Grade Petition

Office of Admissions and Records  
(Effective catalog 2020-2021)

For Office Use Only  
Rec'd By: \_\_\_\_\_

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ MI \_\_\_\_\_

Student ID #: \_\_\_\_\_ DOB: \_\_\_\_\_ Contact #: \_\_\_\_\_

Title 5, California Administrative Code, permits the granting of credit toward a degree or certificate for course completed on a Pass/No Pass basis. I request to be graded on a "Pass/No-Pass basis. I understand that:

- I will be held responsible for all assignments and examinations required in the course and must meet the standards of evaluation which are identical for all students.
- I shall receive course credit and unit credit upon satisfactory completion of the course. Satisfactory completion for "Pass" (P) is equivalent to the grade of "C" or better; unsatisfactory completion for "No-Pass" (NP) is equivalent to the grade of "D" or an "F".
- I may repeat a course in which I receive a grade of "No-Pass" (NP) by meeting the requirements set forth by the District Course Repetition to Improve Substandard Grades Policy.
- Units earned on a "Pass/No-Pass" basis shall not be used to calculate grade-point averages. However, units attempted for which "No-Pass" (NP) are recorded, shall be considered in probationary and dismissal procedures.
- I may change my grading basis (letter grade to "Pass/No-pass" or vice versa) only once during the first six weeks of the Fall & Spring semesters, and once during the first week of the Summer/Winter Session. (In accordance with Title 5, Section 55752).
- I cannot convert my "Pass/No-Pass" grade to a letter grade after the above (5.) deadlines or after I have completed the course.

Only courses listed below are eligible for the Pass/No-Pass Option. (Effective catalog 2020-2021)

Course	Course Number
ACCTG	19
ART	All
BIOLOGY	185, 285, 385
CHINESE	1, 3
CAOT	185, 285
COUNSEL	All
ENG GEN	185
ENGLISH	72, 185
ESL	5A, 5B, 5C, 6A, 6B, 6C, 7B, 8, 10
FRENCH	1, 2, 3, 4, 5
JAPAN	1
LOGTIC	101, 102, 103, 104, 105
PHYSICS	All
SPANISH	1, 6

List below the courses you wish to take on a Pass/No Pass Basis:

Course Name & Number	Section Number	Course Name & Number	Section Number

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Processed By: _____	Office Use Only Date: _____
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