



Submit Completed Form To:
West Virginia State University
Office of Registration and Records
128 Ferrell Hall

REQUEST FOR PASS/FAIL AND AUDIT

Name: _____

Date: _____

WVSU Student I.D. #: _____

COURSE INFORMATION:

Course Reference Number (CRN): _____

Subject and Course Number (e.g. MATH 120): _____

Course Title: _____

Semester or Summer Term: _____

Year: _____

SELECT OPTION*:

AUDIT

- Carries no credit and will be recorded on transcript as AUD.
- Courses in student's major or minor areas may not be audited.
- Audited courses do not count toward graduation.
- After auditing a course, if a student finds the course is needed for graduation he/she may request permission of the college dean to enroll in or test out of the course.

PASS/FAIL

- Limited to one elective course per semester. Form is to be filed at time of registration.
- Up to four such courses can be counted toward graduation.
- Once a student has started a course under the pass-fail option, he/she may not request a letter grade.
- To receive a grade of P, the student must have earned grade of D or above in the course.
- Student must be in good standing.

I understand I cannot change this option. Once approved, it is not reversible. **Please see the Academic Procedures section of the current University Catalog for complete details on conditions and restrictions for Auditing Courses and Pass-Fail Option.*

Student Signature: _____ Date: _____

APPROVAL:
Advisor/College Dean: _____ Date: _____