



**STEVENS**  
 INSTITUTE of TECHNOLOGY  
 THE INNOVATION UNIVERSITY

Stevens Institute of Technology  
 Castle Point on Hudson  
 Hoboken, NJ 07030-5991  
 201.216.5210  
 FAX 201.216.8030  
**Office of the Registrar**  
 registrar@stevens.edu  
 http://www.stevens.edu/registrar

## Permission To Take A Course Under The Pass-Fail Grading System

Student Name: \_\_\_\_\_ Student Identification No.: \_\_\_\_\_-\_\_\_\_-\_\_\_\_\_

I wish to take the following course under the pass-fail grading system under the following conditions:

- I am in good academic standing (Undergraduates must have obtained a semester GPA of at least 3.0 in the prior semester or cumulative GPA of 3.0 or higher, while Graduates must have obtained a cumulative GPA of 3.0 or higher.);
- This course is not required for my degree program (except for PE courses taken towards the Bachelor's degree);
- This course, under the pass-fail grading system, carries no credit towards any degree (except for PE courses taken towards the Bachelor's degree). The course must be clearly marked on the Study Plan as **Extra Course** or outside the **Area of Concentration** or **Major**;
- Under no circumstances may the grade be changed from a Pass/Fail grade to a Letter grade once this form is approved and submitted;
- The Pass-Fail grading system in Physical Education does not require this permission slip. It is handled on an individual basis between the student and Physical Education department.

Term:  Fall  Winter  Spring  Spring II  Summer I  Summer II  Year

Year: 20\_\_\_\_

Course Number (include subject prefix and section code): \_\_\_\_\_ Credits: \_\_\_\_\_

Course Title: \_\_\_\_\_

\_\_\_\_\_  
 STUDENT SIGNATURE DATE

Approval Signatures:

\_\_\_\_\_  
 INSTRUCTOR DATE

\_\_\_\_\_  
 ADVISOR DATE

\_\_\_\_\_  
 DEAN OF UNDERGRADUATE ACADEMICS (UNDERGRADUATES ONLY) DATE

\_\_\_\_\_  
 REGISTRAR DATE