

*College of Science*  
*Request to Change Course to Pass/Fail*

Name:			ID#		Major:		Email:	
Term	Year	Overall GPA:	Course Dept.	Course Number		CRN #		

- Students must have passed at least 30 hours and have at least a 2.0 overall GPA to take an elective class for Pass/Fail credit.
- Students **may only take 2 courses Pass/Fail per semester**, excluding courses offered only as Pass/Fail.
- **Students are permitted to take 12 credits of the requirements for graduation completed at Virginia Tech as Pass/Fail.**
- No required course (for major and/or minor) or course used to satisfy core curriculum requirements may be taken for Pass/Fail credit.
- Once a course is taken for Pass/Fail credit, students may not repeat that course for a letter grade at a later date.
- Under the Pass/fail option, a grade of “D” or higher is a passing grade, a grade of “D-“ is failing.
- Courses can be changed to Pass/Fail **no later than** the last day to drop a class (without penalty).
- Courses can be changed from Pass/Fail to A-F status **no later than** the last day to resign for the semester.

Student Signature: \_\_\_\_\_ Date \_\_\_\_\_

**Please return to the Registrar’s office OR the College of Science Dean’s Office:**  
**(300 Turner St NW, NEC, Suite 4300)**

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