DOANE UNIVERSITY
PASS/FAIL OPTION POLICY

A student who is a junior or senior may enroll in one course per term using the pass/fail option. This option allows a student to take a course for a Pass (P) or Fail (F) instead of a letter grade. The following stipulations apply:

1. A student must not enroll in an internship of (4) credits or more in the same term he/she has declared a Pass/Fail Option course.

2. A maximum of two Doane Core courses may be taken using the Pass/Fail option. A student who transfers in two or more courses for the Doane Core is not eligible to use the Pass/Fail option for any additional Doane Core courses.

3. A Pass/Fail Option course may be taken in, but not counted toward the student's major, minor, or endorsement. Exception: A *Doane Core course which is taken using the Pass/Fail option may count toward the major or minor if the course was taken before the major or minor was declared.*

4. A student must sign up for the Pass/Fail Option in the Registrar's Office by the end of the fourth full-week of the semester.   Once a course is designated as Pass/Fail, it cannot be changed back to a letter grade.

5. A grade of Pass (P) will have no effect on the student's cumulative grade point average. A grade of Fail (F) will be figured into the student's cumulative grade point average. **In order to receive a grade of Pass (P), a student must earn a grade of C- or above in the course.**

6. Credits taken using the Pass/Fail option do not count toward graded credits required for academic honors.

7. Credits taken using the Pass/Fail option may not be accepted by graduate or professional schools.

APPROVAL TO TAKE A COURSE ON A PASS/FAIL BASIS

NAME _____   ADVISER _____

ID NUMBER _____   CLASS: JR   or   SR

MAJOR(S) _____   MINOR(S) _____

COURSE _____   TERM _____ YEAR _____

IS THIS COURSE BEING USED AS A DOANE CORE COURSE?   YES   or   NO

I am registered for an internship this semester: _____for _____ CRS
(Internships are available in all the disciplines and carry a 421 number. Example is ACC-421.

_____   _____
Student's Signature   Date

_____   _____
Registrar's Approval   Date