

**PASS/FAIL PETITION SPRING 18/19**

\_\_\_\_\_  
Student Name (Print)

\_\_\_\_\_  
Student I.D. Number

\_\_\_\_\_  
School Counselor

I herein petition to complete the following course on a pass/fail basis:

\_\_\_\_\_  
Course Name (Print)

\_\_\_\_\_  
Instructor

\_\_\_\_\_  
Period

This course is in addition to my other four units of credit.

I understand that a course cannot be taken for a pass/fail grade:

1. When it is for accelerated credit.
2. When it is required for graduation.
3. I also understand that if any course is dropped resulting in my taking less than five (5) courses, this petition automatically becomes void and I will receive a letter grade for this course. I also understand that if I am removed from the pass/fail class because of class cuts or misconduct, the failing grade I received will become part of my grade point average.
4. Eligible students enrolled in a full year course who petition to complete the course on a pass/fail basis for the first semester **WILL AUTOMATICALLY** remain on a pass/fail status in the course for the second semester. Semester courses must be petitioned on a semester basis. **STUDENTS WHO DESIRE TO RETURN TO A REGULAR GRADING STATUS SECOND SEMESTER MUST NOTIFY THEIR COUNSELOR, IN WRITING, OF THE RESPECTIVE COURSE BY NO LATER THAN 2 WEEKS AFTER THE END OF THE 3<sup>rd</sup> QUARTER.**

**PLEASE NOTE:** As of August, 1999 a student who fails a class he/she is taking pass/fail will receive an "F" on his/her transcript and the "F" will be computed into the Grade Point Average.

**PLEASE RETURN THIS COMPLETED FORM TO THE STUDENT SERVICES OFFICE IN B102 NO LATER THAN FRIDAY, APRIL 5, 2019.**

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Approval of Parent (Signature)

\_\_\_\_\_  
Approval of School Counselor

**(DO NOT WRITE BELOW THIS LINE)**

\*\*\*\*\*  
Date completed petition returned to counselor: \_\_\_\_\_  
\*\*\*\*\*

**FOR OFFICE USE ONLY**

Copy to:

Class Instructor

Department Chairperson

Original to Scheduling

Counselor

Claudia Rueda Alvarez, Assistant Principal of Student Services