



# PASS/NO CREDIT GRADE OPTION FORM

LAST NAME \_\_\_\_\_ FIRST NAME \_\_\_\_\_ MI \_\_\_\_\_ Check Semester  

 Fall  Winter  Spring/Summer
   
 STUDENT # \_\_\_\_\_

- Check if receiving Financial Aid (FA) **NOTE:** Receiving an 'NC' grade is **NOT** considered satisfactory completion  
 Check if receiving Veterans Benefits **NOTE:** Veteran's Administration **DOES NOT** pay for 'NC' (non-punitive) grades

PASS/NO CREDIT OPTION								
SUBJ	COURSE #	SEC	COURSE DATES		COURSE TITLE	PASS/NO CREDIT (✓ Check One)		OFFICE USE ONLY
			BEGINS	ENDS		REQUEST	CONVERSION	
						<input type="checkbox"/>	<input type="checkbox"/>	
						<input type="checkbox"/>	<input type="checkbox"/>	
						<input type="checkbox"/>	<input type="checkbox"/>	
						<input type="checkbox"/>	<input type="checkbox"/>	
						<input type="checkbox"/>	<input type="checkbox"/>	
						<input type="checkbox"/>	<input type="checkbox"/>	

**A Pass/No Credit Request** Form must be completed through the 12<sup>th</sup> week of the semester (6<sup>th</sup> week of a session). You may apply no more than a total of 12 credit hours P/NC course work towards graduation at Delta. A grade of "C" (2.0) or higher will be recorded as a "P" and credit earned for the course. A grade of "C-" or below will be recorded as "NC" and no credit earned for the course. A list of courses approved for the Pass/No Credit option is available at the Registrar's Office or on-line at <http://www.delta.edu/regis/appcrspnc.htm>.

**A Pass/No Credit Conversion** must be requested within one semester following grade issuance. Once the grade conversion is recorded on the transcript, you will be sent an e-mail indicating the grade has been changed. The grade conversion is final and cannot be reversed.

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

BLUE COPY – Registrar's Office • 1961 Delta Rd • University Center MI 48710 • (989) 686-9305 • [regis@delta.edu](mailto:regis@delta.edu)

WHITE COPY - Student  
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