

**Indiana University East
Faculty Senate 2008/09
Admissions and Academic Affairs Committee**

Proposed Amendment to Pass/Fail Policy

The option that permits students to designate courses to be taken for either a Pass (P) or Fail (F) grade is available to all undergraduate students for a maximum of two elective courses. The course selected for P/F must be an elective; it may not be used to satisfy requirements for institutional or degree programs.

Students must file a P/F option request at the time of registration, and that status cannot be changed after the course has begun. Students should consult with the academic advisor and school dean prior to submitting the P/F option request. The school dean is responsible for determining the elective nature of the course and signing the request form. Once approved, the Pass/Fail Option request form is forwarded to the Office of the Registrar for processing.

Instructors will not be notified of those students registering for the P/F option. A final letter grade will be submitted by the instructor and any grade other than an F, FN, or FNN will be converted to S. A grade of S is not counted in computing grade point averages; however, a grade of F is included in that average.

Students taking courses on the IU East campus, but completing their degree program on another IU campus or on the Purdue University campus, should adhere to the P/F policy and transfer credit policy of that campus.

Passed: Faculty Senate Handbook 12/95

Revised: Admission and Academic Affairs Committee 12-9-2008, 3-10-2009

Approved: IUE Faculty Senate