

Pass/Not Pass Request

Email: Registrar@MissouriState.edu
Phone (417) 836-5520, Fax (417) 836-6334
901 S National Ave, Carrington Hall 320
Springfield, MO 65897

Form revised 8/3/2021

Student Name: _____ BearPass #: M _____
Last First MI

Semester/year: Fall _____ Spring _____ Summer _____
Year Year Year

Note: Students may submit this form any time prior to the drop deadline for the course. Refer to the [Academic Calendar](#) for specific deadline dates.

CRN	Course Subject	Course Number	Section Number	Course Title

Students may take courses on a Pass/Not Pass basis under the following conditions:

- The decision to take a course on a Pass/Not Pass basis cannot be reversed.
- Prerequisite requirements of other courses may not be met with a course completed on a Pass/Not Pass basis.
- Courses taken under the Pass/Not Pass option cannot be used to satisfy general education, major, minor, professional education, or specific degree requirements. Courses taken under the Pass/Not Pass option can be counted towards the 120 minimum credit hours and 40 hours of upper-division credit hours (as applicable) required for completion of a baccalaureate degree unless otherwise restricted.
- Honors courses cannot be taken on a Pass/Not Pass basis.
- Graduate-level courses (numbered 600 or above) cannot be taken on a Pass/Not Pass basis.
- Courses which are graded Pass/Not Pass *only* are exempt from the limitations otherwise imposed upon students by the Pass/Not Pass regulations.
- If a student does not attend class regularly or does not fulfill agreed-upon expectations, the instructor may direct the Office of the Registrar to drop the student from the class.

By signing this form, you acknowledge that you understand and accept the provisions of the Pass/Not Pass option as described above and in the [Pass/Not Pass Grading Option Policy](#) and hereby request that the above listed course(s) be placed on Pass/Not Pass.

Student Signature: _____ Date: _____

Office use only: _____
Processed by Date