

High Pass/Pass/Credit/Fail Election

Upper-Division students may elect to enroll in up to two graded elective courses on a high pass/pass/credit/fail basis and must designate a letter grade at or above which they elect to receive a letter grade instead of a high pass, pass, or credit. In the case of semester-long classes, a student may so elect, or revoke the election, at any time up to and including the last day for regularly scheduled classes in the semester for which the election will be effective. In the case of courses offered on an intensive, shorter duration schedule, a student may so elect, or revoke the election, at any time up to and including the last day on which the course is scheduled to meet.

When a student has elected to take the course on a high pass/pass/credit/fail basis, the Office of Student Information and Services will enter the actual grade if it meets or exceeds the “designated letter grade”. Otherwise, grades will be reported as follows:

- **High Pass** for a grade of at least A- but below the “designated letter grade”
- **Pass** for a grade of less than A- and at least C but below the “designated letter grade”
- **Credit** for a grade below C but above F
- **Fail** for a grade of F

High Pass/Pass/Credit/Fail grades will appear on the transcript but will not be computed in the grade point average.

Unless revoked by the deadline, the election of High Pass/Pass/Credit/Fail for a course shall count against the maximum number of such elections, regardless of whether a High Pass/Pass/Credit/Fail or a letter grade is eventually entered by the Office of Student Information and Services.

_____ Student Name	_____ CWID Number
_____ Course Number	_____ Course Name
_____ Professor	_____ Semester
_____ Designated Letter Grade	_____ Final Exam Number

- I am electing to enroll in this course on a high pass/pass/credit/fail basis.
- I have previously elected to enroll in this course on a high pass/pass/credit/fail basis but am now revoking that election.

_____ Student Signature	_____ Date
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Please return the completed form to the Office of Student Information or email to lawstudentinfo@pepperdine.edu.

_____ Received by	_____ Date
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