Santiago Canyon College
Admissions & Records

Petition for PASS/NO PASS Option of a Graded Course

The “Pass/No Pass” option encourages students to explore academic areas outside their major. “Pass” indicates an equivalent grade of C or better, and “No Pass” is the equivalent to a substandard performance (equivalent to a grade of D or F). While “Pass/No Pass” does not count toward the grade point average, it does count toward progress probation. “No Pass” is NOT the same as auditing. Santiago Canyon College does not permit auditing.

The following limitations apply to the “Pass/No Pass” option:

- Course used toward a student’s major may NOT be taken on a “Pass/No Pass” basis.
- Every university has a limitation on the number of courses/units that can be completed on a “Pass/No Pass” option.
- Universities typically do not accept “Pass/No Pass” grades in courses that meet English, mathematics, speech, and critical thinking requirements.
- Students may not revise this petition once it is submitted to the Admissions & Records Office.
- Deadlines (end of the 5th week for semester length classes/30% of the length of a short term class) are strictly enforced.
- The maximum number of “Pass/No Pass” units a student may apply for at Santiago Canyon College in a lifetime is 12 units. The maximum per semester is 6 units. This total does not included classes that are offered solely as “Pass/No Pass” without the option of a grade.

Every student must carefully consider the consequences of exercising this option. Therefore, students are **required** to consult with a counselor before submitting this petition.

____ ____________________
Last Name First Name Middle Student ID #

__________ __________ __________ ________________
Semester/Year Ticket # Subject & Course # Print Instructor’s Name

________________________ ________________________
Major at Santiago Canyon College Major for Bachelor’s Degree (if applicable)

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University/Universities to which I may transfer

Counselor Recommendation Required:

Based upon the information provide by the student at this time:

☐ I have met with the student and discussed the advantages and the potential disadvantages of selecting a “Pass/No Pass” option for this course.

☐ I have recommended this student not select the “Pass/No Pass” option for this course.

____ ________________
Counselor Signature Date

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I have met with a counselor regarding the advantages and potential disadvantages of selecting a “Pass/No Pass” grading option for this course. I am electing to enroll for the “Pass/No Pass” grade option ***and I understand that once I receive a grade of “Pass/No Pass” it may not revert to a letter grade.***

____ ________________
Student Signature Date

Pass/No Pass is annotated on transcripts as: CR = pass and NC = no pass

Distribution of copies: White: Santiago Canyon College Admissions Pink: Instructor Yellow: Student