

Chapter 4 – Academic Affairs

AP 4232 Pass or No-Pass Grading

References:

Title 5 Sections 55005, 55022, 55023, 55050, 55063

Pass/No Pass Grades

1. Credit courses may evaluate students on a letter grade (A, B, C, D, F) basis only, on a Pass or No Pass (Pass = A, B, or C; No Pass = D, F) basis only, or so as to allow students to elect either option.
2. The decision as to evaluation method is made by the academic department as part of curriculum review at the course level.
3. In courses offering a grading option, students are automatically registered on a letter grade basis at the time of registration. If a change is desired, the student must select the Pass/No Pass option either:
 - a. electronically if the course has not yet met 20% of its total minutes (end of the third week for sixteen week courses), or
 - b. in person with a picture ID at the Admissions and Records Office in the Student Services Center if the course has not met 30% of its total minutes (end of the fourth week for sixteen week courses).
4. Courses taken on a Pass or No Pass basis are neither counted in calculating grade point averages nor in determining eligibility for the Dean's List, but such courses are considered in "progress probation" and dismissal procedures.

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