



Grade Mode Change Request

Student Information									
Last Name:			First Name:				Student ID No:		
Major:			Phone:				VT Email:		
Overall GPA:		Course Dept:			Course No.			CRN#	
Academic Level:	FR	SO	JR	SR	Term :	Fall	Spring	Summer	Winter Year

Please check one:

I would like to change this class from A/F to P/F (can be done until last day to drop a course)

I would like to change this class from P/F to A/F (can be done until last day to resign without penalty)

Please review and check acknowledging requirements for grade change mode:

Student must have passed at least 30 hours and have at least a 2.0 overall GPA to take an elective class for Pass/Fail credit.

Student may only take 2 courses Pass/Fail per semester, excluding courses offered only as Pass/Fail.

Student is permitted to take up to 10% of the requirements for graduation completed at Virginia Tech as Pass/Fail.

No required course (for major and/or minor) or course used to satisfy core curriculum requirements may be taken for Pass/Fail credit.

Once a course is taken for Pass/Fail credit, the student may not repeat that course for a letter grade at a later date.

Under the Pass/Fail option, the professor will determine what constitutes a passing and failing grade. Traditionally, a grade of D or higher is passing, and a grade of D- is failing.

Courses can be changed to Pass/Fail no later than the last day to drop a class (without penalty).

Student Signature: _____

Date: _____

Advisor Signature: _____

Date: _____

Submit the completed form to the Registrar's Office at registrar@vt.edu