Students in the College of Engineering may not exercise the Passed/Not Passed grading option for the following types of courses:

- Any coursework used to satisfy course or unit requirements for any undergraduate major or degree offered by the College of Engineering.
- Any General Education courses, Technical Electives, and Unrestricted Electives.
- All courses offered by the College of Engineering.

In addition, students must be in good academic standing (qualitatively and quantitatively) in order to exercise the P/NP option and must file this request on or before the P/NP filing deadline noted in the academic calendar published by the Office of University Registrar.

I request to take the following course by the Passed/Not Passed grading option:

Course Name & No: ________________________________
CRN: __________________
Quarter: __________
Reason for request:

By signing this petition, I acknowledge that I understand that by taking this course Pass/No Pass I may not use the course in satisfaction of any course, subject or unit requirement towards my degree and that it will NOT be possible to gain approval later to revert back to letter grading.

Student must also fill out Undergraduate Course Change form (attached).

Name: ___________________________ Student ID# ______________________________
Signature

Name: ___________________________ Date ______________________________
Print

Email: ___________________________@ucdavis.edu

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College of Engineering:

Is student in good qualitative standing?  □ Yes  □ No

Approved?  □ Yes  □ No  Adviser’s Initials ________
Complete this form to make changes to the variable unit value of a course, to change the course grading option from Letter to Pass/No Pass, or to switch sections after the 25th day of instruction. Engineering students must use this form to change a course grade mode, before or after the 25th day of instruction. To:

- Change the course grading option from Letter to Pass/No Pass, a dean's signature is required.
- Change the value of a variable unit course, the instructor's signature is required.
- Switch sections, the signature of the instructor of the added section is required.

A $3.00 fee will be charged to your account for each change made after the 25th day of instruction.

For complete regulations and restrictions governing the grading option change/variable unit change procedures, see the current UC Davis General Catalog. For specific information regarding deadline dates for each term, see http://registrar.ucdavis.edu/calendar/.

**Personal Information**

Student ID Number ___________________________________________ Email Address ___________________________________________

Name ________________________________________________________

Local Address __________________________________________________

City/State/Zip ___________________________ Phone __________________

**Course Information for Term/Year __________ / ______**

☐ P/NP* ☐ Unit Change*

CRN __________ Subject code ______ Course number ___________ Section _______ Units (variable) _______

☐ Section Switch

Subject Code ______ Course number _____ CRN (to add) ___________ Section _______

CRN (to drop) ___________ Section _______

*Graduate students must use the S/U-Variable Unit Petition Form available at http://gradstudies.ucdavis.edu/forms/.

I certify that I am the above named person and the information I have provided is accurate.

Student signature ___________________________ Date __________________

**Grade Mode Change Approval**

Dean's signature ___________________________ Date __________________

**Variable Unit or Section Switch Approval**

Instructor signature ___________________________ Date __________________

**Office Use Only**

Keyed by ______________________ Billed __________________ Date __________________