

GRADE OPTION/AUDIT REQUEST

1. Ensure completeness and accuracy of the information on this form for processing.
2. Submit this form to the Academic Program offering the course no later than the grade option/audit deadline established in the [academic regulation](#) for university grading and published on the [Enrollment Calendar](#).
3. **Grade option/audit selections are irrevocable after the deadline.**

Student Name (Last, First, M.I.) School in which student is enrolled

Student ID Term Year Career – Check Only One
☐ UGRD ☐ GRAD ☐ LAW ☐ DMED ☐ MEDS

Course Subject	Course Catalog Number	Class Number	Course Title	School Offering the Course
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

TO SELECT A GRADE OPTION, COMPLETE THIS SECTION

1. Verify in the Schedule of Classes that the grade option you select is available for the course.
2. Consult your advisor before requesting a grade option change.

GRADE OPTIONS (Select one only)

- ☐ S/NC - Satisfactory/No Credit
- ☐ H/S/U - Honors/Satisfactory/Unsatisfactory
- ☐ LG - Letter Grade

Student Signature: _____ Date: _____

Advisor Signature: _____ Date: _____

Dean's Office/Designee Signature: _____ Date: _____

☐ Check if Audit

TO AUDIT THE CLASS, COMPLETE THIS SECTION

Student Signature: _____ Date: _____

Advisor Signature: _____ Date: _____

Instructor Signature : _____ Date: _____

Dean's Office/Designee Signature: _____ Date: _____