

Spring 2012 Pass/No Pass Grading Procedures

Students may not elect to take a course Pass/No Pass towards their major at SBCC. Please encourage students to check with an academic counselor about the appropriateness of taking a course Pass/No Pass for transfer to another college or university.

Students may not select the Pass/No Pass grading option online. The Pass/No Pass form must be completed and signed by the student with faculty approval signature and returned to Admissions & Records for processing no later than 1:00 p.m. Friday, February 24, 2012.

Pass/No Pass forms are available in Admissions & Records and online at www.sbcc.edu/forms .

Pass/No Pass decisions are not reversible after the Friday, February 24, 2012 deadline.

Pass/No Pass Grading Procedures for ONLINE COURSES ONLY

Student submits email request for Pass/No Pass to faculty.

Faculty forwards student email with his/her approval to Akil Hill, hilla@sbcc.edu , including the course subject code and number, the CRN (course reference number) and the full student name and SBCC I.D. (K00000000).

All approved faculty requests must be received by Akil Hill no later than 1:00 p.m., Friday, February 24, 2012. Any request received after that date and time will not be processed.

For assistance, please contact:

Akil Hill, Admissions & Records Technician
hilla@sbcc.edu
ext. 2250