RETROACTIVE GRADE OPTION REQUEST: Pass to C / No Pass to F

For classes taken Pass/No Pass, a letter grade of C or F can be assigned retroactively if the P/NP grading option makes the student ineligible for major qualification, major grading requirements, or graduation. This change can only apply to the most recent quarter(s) where a pass/no pass grade was earned.

**By submitting this form, you acknowledge that a P grade will be replaced with a C, and an NP grade will be replaced with an F.**

**STUDENT NAME:**

Last, First, Middle, Student ID Number

**Email**

Phone number (_______)

5-Digit Class Number Subject/Catalog Number Course Title

Term class was taken:

☐ Fall    ☐ Winter    ☐ Spring    ☐ Summer    Year:_______

**Reason for request:**

To meet <25% PNP graduation requirement

To meet major qualification requirement.

To meet major letter grade requirement

Other:______________________________

Student Signature ____________________________

---

**OFFICE USE ONLY**

Processed by: Initials________ Date________

Return this form to the Office of the Registrar, or registrar@ucsc.edu