



OFFICE OF THE UNIVERSITY REGISTRAR

### PASS/NO PENALTY

STUDENT NAME \_\_\_\_\_ ID. NUMBER \_\_\_\_\_

SEMESTER \_\_\_\_\_ COURSE \_\_\_\_\_

**CRITERIA for a course to be declared Pass/No Penalty:**

- The course selected is on the undergraduate level.
- The student is an undergraduate degree-seeking student.
- The course selected is a **free elective** and **does not count** in any way toward my general education requirements, or my prescribed major or minor program requirements.
- The student must have attained junior or senior status at the university.
- The student can declare only one pass/no penalty course per semester.
- The student can not declare more than **2 (two) pass/no penalty** courses during their undergraduate academic career at Saint Joseph's University.
- Declaration of Pass/No Penalty **can not** be done after the first week of the semester.

I understand and state that the above captioned course does meet the stated criteria for declaring it a PASS/NO PENALTY course. I further acknowledge that I understand that by declaring this a PASS/NO PENALTY course that:

- I can not reverse this option once it is declared even if it is later determined that the course could have been counted toward my general education requirements, or my prescribed major or minor program requirements.
- Credits earned will **ONLY** be awarded if a passing grade is attained.
- The final grade (P/NP – Pass/No Penalty) will result in no effect on my grade point average (GPA).

\_\_\_\_\_  
STUDENT

\_\_\_\_\_  
DATE

\_\_\_\_\_  
RECEIVED BY:

\_\_\_\_\_  
DATE

STUDENT: WHITE COPY

REGISTRAR'S OFFICE: YELLOW COPY